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SPECIAL TOWN MEETING

WARRANT



TOWN OF NEEDHAM

MONDAY, OCTOBER 28, 1996

7:30 P. M.

NEWMAN SCHOOL

CENTRAL AVENUE

NEEDHAM

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the Constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in elections and in Town affairs to meet at the Newman Elementary School in said Town on

MONDAY, THE TWENTY-EIGHTH OF OCTOBER 1996

at seven thirty in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: AMEND THE FISCAL YEAR 1997 BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 1997 Operating Budget adopted under Article 21 of the 1996 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items;

| <u>Line Item</u> | <u>Appropriation</u> | <u>Changing From</u> | <u>Changing To</u> |
|-----------------------------|----------------------------------|-----------------------------|---------------------------|
| 018 | Maturing Bonds | 1,097,000 | 1,115,000 |
| 019 | Interest | 403,150 | 415,150 |
| 022 | Minuteman Vocational Assessment | 481,768 | 490,210 |
| 211 | Finance Committee - Reserve Fund | 490,085 | 508,000 |
| 401 | Police - Salaries | 2,908,706 | 2,961,157 |
| 405 | Fire - Salaries | 3,784,200 | 3,766,749 |
| 410 | Building - Purchase of Service | 2,260 | 1,660 |
| 411 | Building - Expenses | 4,847 | 5,447 |
| 511 | PPBC - Salaries | 0 | 3,300 |

or take any other action relative thereto.

INSERTED BY Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 2: AMEND THE FISCAL YEAR 1997 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 1997 Water

Enterprise Fund Budget adopted under Article 22 of the 1996 Annual Town Meeting; by deleting the amounts of money appropriated under some of the line items and appropriating or transferring from available funds new amounts:

| <u>Line Item</u> | <u>Appropriation</u> | <u>Changing From</u> | <u>Changing To</u> |
|------------------|----------------------|----------------------|--------------------|
| 910 | Expenses | 151,255 | 201,255 |
| 912 | MWRA Assessment | 120,455 | 249,839 |
| 913 | Emergency Repairs | 20,000 | 50,000 |

or take any other action relative thereto.

INSERTED BY: Board of Selectmen/Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 3: AMEND THE FISCAL YEAR 1997 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 1997 Sewer Enterprise Fund Budget adopted under Article 23 of the 1996 Annual Town Meeting; by deleting the amounts of money appropriated under some of the line items and appropriating or transferring from available funds new amounts:

| <u>Line Item</u> | <u>Appropriation</u> | <u>Changing From</u> | <u>Changing To</u> |
|------------------|----------------------|----------------------|--------------------|
| 905 | MWRA | 3,468,741 | 3,660,488 |

or take any other action relative thereto.

INSERTED BY: Board of Selectmen/Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 4: APPROPRIATE TO THE STABILIZATION FUND

To see if the Town will vote to raise and appropriate the sum of \$500,000 to the Stabilization Fund, as provided for under MGL Chapter 40, Section 5B as amended; or take any other action relative thereto.

INSERTED BY: Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 5: RESCIND BOND AUTHORIZATIONS

To see if the Town will vote to rescind a part or all of the following authorizations to borrow funds, which were approved in prior years, where the purposes of the borrowing have been completed and/or it was unnecessary to borrow the full amount approved;

| | |
|---|-----------|
| Article 40, 1991 ATM (Sewer Rehabilitation) | \$106,049 |
| Article 25, 1993 ATM (Water Rehabilitation) | \$300,000 |

or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 6: APPROPRIATE FOR WATER ENGINEERING

To see if the Town will vote to raise and appropriate the sum of \$185,000 for engineering services for plans and specifications in connection with improvements to the water system; to be spent under the direction of the Board of Selectmen; that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow up to \$185,000 for a period of up to five years, under MGL Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 7: APPROPRIATE FOR WASTE WATER ENGINEERING

To see if the Town will vote to raise and appropriate the sum of \$250,000 for engineering services for plans in connection with improvements to the Town’s Waste Water System; to be spent under the direction of the Board of Selectmen; that to meet this appropriation, the Treasurer, with the approval of the Selectmen is authorized to borrow up to \$250,000 for a period of up to five years, under MGL Chapter 44, Section 7; that the Treasurer with the approval of the Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust (WPAT) or otherwise; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

**ARTICLE 8: APPROPRIATE FOR WASTE WATER SYSTEM
REHABILITATION DESIGN**

To see if the Town will vote to raise and appropriate the sum of \$175,000 to rehabilitate certain portions of the Waste Water System, including engineering services; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to \$175, 000 for a period of up to 30 years under MGL Chapter 44, Section 7; that the Treasurer, with the approval of the Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust (WPAT) or otherwise; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

**ARTICLE 9: ADOPT MINUTEMAN REGIONAL VOCATIONAL TECHNICAL
SCHOOL ASSESSMENT FORMULA**

To see if the Town will vote to reallocate its required share of the Minuteman Regional Vocational Technical School District budget in accordance with the regional agreement as permitted by Section 16B of Article 71 of the General Laws; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 10: APPROPRIATE FOR NEWMAN SCHOOL RENOVATION

To see if the Town will vote to raise and appropriate the sum of \$5,750,000 for remodeling, reconstruction, extraordinary repairs and additions to the Newman School; to be spent under the direction of the Permanent Public Building Committee; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$5,750,000 for a period of up to 20 years under MGL Chapter 44, Section 7; and to rescind the appropriation and authorization to borrow for the renovations to the Newman School voted under Article 2 of the Special Town Meeting held on February 5, 1996; or take any other action relative thereto.

INSERTED BY: School Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 11: APPROPRIATE FOR HIGH SCHOOL ADA ALTERATIONS

To see if the Town will vote to raise and appropriate the sum of \$120,000, in addition to the sum previously appropriated under Article 1 of the Special Town Meeting held on February 5, 1996;

for remodeling and reconstructing Needham High School to improve and upgrade handicapped accessibility; to be spent under the direction of the School Committee; that to meet this appropriation, the Treasurer, with approval of the Board of Selectmen, is authorized to borrow \$120,000 under MGL Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: School Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 8th day of October 1996

Paul Theodore Owens, Chairman
John D. Marr, Jr., Vice Chairman
Daniel P. Matthews
John H. Cogswell
William M. Powers

Selectmen of Needham

A TRUE COPY

Attest:

Constable:

Walter Wright

**Town Clerk's Office
Needham, MA 02192**

ATTN: SPECIAL TOWN MEETING WARRANT

SPECIAL TOWN MEETING WARRANT



TOWN OF NEEDHAM

MONDAY, FEBRUARY 3, 1997

7:30 P. M.

NEWMAN SCHOOL

CENTRAL AVENUE

NEEDHAM

“Off-street parking for vehicles associated with a principal use, located on a separate lot owned or leased by the owner of the land on which the principal use is located, within a zoning district in which the principal use is permitted..... SP SP SP SP SP”

or take any other action relative thereto.

INSERTED BY Planning Board
FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 2: APPROPRIATE FOR MODULAR CLASSROOMS

To see if the Town will vote to raise and appropriate the sum of \$600,000 to purchase and install modular classrooms at the Hillside School, to be spent under the direction of the Permanent Public Building Committee and that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$600,000 for a period of up to 10 years under G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen/School Committee
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 3: APPROPRIATE FOR MITCHELL ROOF DESIGN SPECIFICATIONS

To see if the Town will vote to raise and appropriate the sum of \$15,000 for the Mitchell School Roof Design Specifications, to be spent under the direction of the Permanent Public Building Committee and that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$15,000 for a period of up to five years under G.L.Chapter 44, Section 7; or take any other action relative thereto;

INSERTED BY: Board of Selectmen / Municipal Building Maintenance Board
FINANCE COMMITTEE RECOMMENDS THAT: Article Be Approved

ARTICLE 4: APPROPRIATE FOR FIRE DEPARTMENT BASE STATION RADIO

To see if the Town will vote to raise and appropriate the sum of \$36,000 to replace the Fire Department Base Station Radio, to be expended under the direction of the Board of Selectmen

and that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$36,000 for a period of up to 5 years under G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 5: APPROPRIATE FOR WEST STREET SEWER PUMPING STATION

To see if the Town will vote to raise and appropriate the sum of \$550,000 to rehabilitate certain portions of the the West Street Sewer Pumping Station, including engineering services, to be spent under the direction of the Board of Selectmen and that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$550,000 for a period of up to 5 years, under G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 6: PETITION THE GENERAL COURT FOR SPECIAL LEGISLATION REGARDING GLOVER HOSPITAL

To see if the Town will authorize and empower the Board of Selectmen to file a Home Rule Petition, in substantially the following form, with the General Court:

AN ACT PROVIDING FOR THE RESOLUTION OF CERTAIN LIABILITIES OF THE TOWN OF NEEDHAM RELATIVE TO ITS OWNERSHIP AND OPERATION OF THE FORMER GLOVER MEMORIAL HOSPITAL.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by authority of same, as follows:

SECTION 1. Notwithstanding the provisions of any general or special law or regulations to the contrary , the Town of Needham, as the owner and operator of the former Glover Memorial Hospital (hereinafter referred to as the "hospital"), which owed a payment to, or was owed a payment from, the uncompensated care pool trust fund established pursuant to section seventeen of chapter one hundred and eighteen F of the General Laws, during any of the hospital's fiscal years up to and including the fiscal year which ended on the thirtieth day of June of the year nineteen hundred and ninety-four, shall have all liability which the Town has or might otherwise have to said trust fund, and all right to any payments which the Town has or might otherwise have from such trust fund, as a result of any revenue compliance calculations of the rate setting commission under the provisions of section fifty-six of chapter four hundred and ninety-five of the acts of nineteen hundred and ninety-one or any calculations by the department of medical security under the provisions of said section or under the provisions of any general or special law

or regulation, or any such calculations by the division of health care finance and policy, permanently extinguished and of no further force or effect.

SECTION 2. This act shall take effect upon its acceptance by vote of the town, acting by the town meeting.

or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 7: AUTHORIZE THE SALE OF TOWN LAND - GREENDALE AVENUE

To see if the Town will vote to authorize the Board of Selectmen to sell real estate between 906 and 926 Greendale Avenue, that is held by the Board of Selectmen for general municipal purposes and is shown as Lot C on the Assessors Map Number 15, containing 3.07 ± acres; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 8: AUTHORIZE THE SALE OF TOWN LAND - CHESTNUT STREET

To see if the Town will vote to authorize the Board of Selectmen to sell a portion of a parcel of land located on Chestnut Street, held by the Board of Selectmen for general municipal purposes, which is a part of Lot 58 as shown on the Assessors Map Number 47; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 9: AUTHORIZE THE SALE OF TOWN LAND - JAMES AVENUE

To see if the Town will vote to authorize the Board of Selectmen to sell a portion of the property on James Avenue held by the Board of Selectmen for general municipal purposes, which is shown as a portion of Lot 1, containing 3.5 ± acres and lot 3 containing 46,884 sq. ft., on Assessors Map Number 55; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 10: AUTHORIZE GRANT OF AN EASEMENT TO NYNEX

To see if the Town will vote to authorize the Board of Selectmen to grant an easement to NYNEX on land held for water supply purposes, located on Saint Mary's Street in the Town of Needham; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 11: RESOLUTION REGARDING AMENDING THE EDUCATION REFORM ACT

To see if the Town will vote to endorse the present efforts of the League of Women Voters of Massachusetts, et al, to enact legislation to simplify and make more equitable the provisions of Chapter 70 and the Education Reform Act of 1993 regarding funding of public schools and distribution of state aid thereto, and to support cooperative action by the Board of Selectmen, the School Committee, and the Town's State Legislators to accomplish those objectives; or take any other action relative thereto.

INSERTED BY: Special Committee on School Finance
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 14th day of January 1997.

Paul Theodore Owens, Chairman
John D. Marr, Jr., Vice Chairman
Daniel P. Matthews
John H. Cogswell
William M. Powers

Selectmen of Needham

A TRUE COPY

Attest:
Constable:
Andrew Carson

**Town Clerk's Office
Needham, MA 02192**

ATTN: SPECIAL TOWN MEETING WARRANT

Town of Needham

Massachusetts

1997 Annual Town Meeting Warrant



ELECTION.....Monday, April 14, 1997

Business Meeting at 7:30 P.M. on Monday, May 5, 1997

at the Newman Elementary School

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86th ANNUAL REPORT OF THE FINANCE COMMITTEE (MARCH 1997)

Fellow Citizens of Needham:

The Finance Committee is required by law to prepare a budget that balances authorized expenditures with projected revenues. The Finance Committee this year had sufficient projected revenues to at least meet the "level funded" budget requests of each department, unlike the severe deficit confronted by the Committee last year. In addition, as will be discussed in more detail below, the Committee was able to fund this year at least a portion — but far from all — of the requests made by the departments for increased funding to maintain the same level of Town services. The Finance Committee faced difficult choices as to how to allocate available revenue between the competing operating and capital needs of the Town.

The Committee first examined whether any of the revenues this year are non-recurring in nature, such that they will not be available in future years. It would not be prudent to devote such non-recurring revenues to fund operating budgets, especially salary costs, which could not be easily adjusted downward in future years. The Finance Committee concluded that a substantial portion of the projected revenue for FY98, at least \$325,000, should be considered non-recurring.

The Finance Committee also devoted substantial attention in its deliberations this year to the funding of capital projects and the level of debt being assumed by the Town. The Committee made a special presentation to the February 1997 Special Town Meeting on the Town's current debt picture, and projections for debt burden in the next five fiscal years. The Committee is strongly of the view that when circumstances allow, at least some of the Town's capital needs should be funded with cash. The Committee therefore has recommended that \$247,000 in capital projects be funded with cash this year, and that many other projects be deferred unless additional revenue becomes available.

The Finance Committee proposes that no funds be withdrawn from the Town's savings account, the Stabilization Fund, to fund the FY98 operating budget. During each of the past two fiscal years, circumstances dictated that \$250,000 be withdrawn from the Stabilization Fund to help fund operating expenses. This past fall, at the Special Town Meeting, the Committee recommended, and Town Meeting voted, that \$500,000 be restored to the Stabilization Fund (using unexpected revenues from new growth). That action brought the current balance of the Stabilization Fund to approximately \$1,050,000. Given the substantial capital needs of the Town and the level of debt being carried, it is important that adequate reserves be maintained. It is the goal of the Finance Committee to maintain a Stabilization Fund equal to at least 2 percent of gross revenue. We are still about \$150,000 short of that goal and hope to be able to recommend to Town Meeting this Fall that additional funds be placed in the Stabilization Fund.

REVENUE

Total projected revenue available for appropriation to fund FY98 operating budgets is \$54,704,427. This amount represents an increase of \$2,800,498, or 5.4%, over revenue available for appropriation in FY97. However, of this amount over \$800,000 is accounted for by the elimination of the substantial overlay deficit in FY97 (\$25,700 FY98 vs. \$730,592 FY97) and the projected absence of any snow and ice deficit in FY98 (vs. \$110,700 in FY97). These deficits were funded, as the law requires, off the top of FY97 revenue. The elimination of these deficits in FY98 increases dollar for dollar revenue available for appropriation.

A better measure of real increases in Town revenue is the rate of increase in the three principal components of the Town's revenue stream. For FY98, projected increases total \$1,991,892, or 3.72%, broken down as follows:

| <u>Source</u> | <u>Increase</u> | <u>% Increase</u> |
|-------------------|-----------------|-------------------|
| property tax levy | \$1,352,301 | 3.26 |
| state aid | 361,615 | 6.91 |
| local receipts | 277,976 | 4.09 |
| TOTAL | \$1,991,892 | 3.72 |

In addition, the Town annually appropriates money from Free Cash and from certain reserve accounts (parking, landfill C & D, etc.), which are projected for FY98 to increase \$302,407 over FY97. As discussed above, the Finance Committee has examined the sources of all these revenue increases and is of the view that at least \$325,000 should be considered non-recurring. The Free Cash available for appropriation in FY98 is \$2,301,407, which is substantially higher than in FY97 (\$2,038,000), or than in FY94 through FY96 (when Free Cash was approximately \$1.5 million). Accordingly, Finance Committee does not feel comfortable recommending that this increase in Free Cash be used to fund operating expenses of a recurring nature. In addition, the Retirement budget, because of a change in law in FY97, no longer is funded from operating revenues, producing an effective one time increase in revenue of approximately \$60,000. The Finance Committee has taken this total of approximately \$325,000 in non-recurring revenues into account in fashioning its FY98 budget recommendations.

OPERATING BUDGET DELIBERATIONS

This past fall, the Finance Committee issued guidelines to all departments for the preparation of FY98 budgets. These guidelines again called for all departments to "level fund" all line items, except for mandatory step and longevity salary increases and the projected additional costs of statutorily mandated programs and other contractual obligations (in essence, those costs the Town cannot legally avoid without staff layoffs). In addition, the Finance Committee guidelines requested each department to identify and prioritize additional amounts necessary to maintain the same level of service provided in FY97. These level service requests from non-school departments alone totaled \$597,911. Finally, Finance Committee requested departments to identify additional funding requests should funds be available.

A comparison of the "level funded" budget requests to the projected revenues for FY98 yielded a surplus of \$493,588. Of that amount, the Committee is recommending that \$211,760 be allocated to cover additional "level service" requests by various departments, that \$247,000 be utilized to fund capital projects with cash, and that the balance of \$34,240 be utilized for projected debt service of projects approved for bonding (approximately \$7,000) or placed in the Finance Committee Reserve Fund.

Of the \$211,760 in additional operating expenses, approximately \$47,000 relates to expense items in the "bare necessity" category (paper, postage, supplies, increased cost of routine maintenance, etc.). An additional amount totaling approximately \$114,000 relates to one-time costs to fix or replace items for Town buildings or to fund smaller capital expenses. In addition, there are new personnel costs in a few critical areas recommended for approval in this year's budget. They are:

- (1) Assistant Director MBMB - \$42,000 (net impact on operating budget of \$21,000, due to other reductions in staff costs);
- (2) One additional civilian dispatcher - \$26,000 (net impact in operating budget of \$0 due to reductions in amounts appropriated for police overtime);
- (3) Business Manager DPW - \$40,600 (net impact on operating budget of \$8,120, due to 80% funding from water/sewer enterprise accounts);
- (4) Upgrade classification of clerk position in the Treasurer's office to Assistant Treasurer - \$8,000 (net impact on operating budget \$0 due to reduction in purchase of service line item for services previously contracted out).
- (5) Additional hours for part time Building Inspector - \$8,700.
- (6) Additional position in the Parks Division of DPW relating to School grounds - \$13,000 (representing one-half year funding; part of the five year school grounds renovation plan).

The net impact of these changes in personnel on the operating budget is \$50,820. The Finance Committee was persuaded that each of these requests is justified. Item (1) is needed to adequately supervise a staff of over 50 custodians and other employees, currently supervised by only Mark LaFleur, our MBMB Director; item (2) represents the second phase of implementing the joint police-fire civilian dispatch system already approved by Town Meeting; items (3) and (4) are needed to satisfy recommendations for change by our outside Town auditor with respect to issuing water/sewer bills and reconciling Town accounts on a timely basis; item (5) is required to meet the onslaught of work in the Building Department related to new construction in town; and item (6) is needed to fund the personnel costs associated with the next phase of the School grounds transfer to DPW.

DEBT SERVICE AND CAPITAL

There is included in the Warrant a breakdown of the Town's debt service similar to the one presented during Finance Committee's debt presentation in February. The schedule breaks down debt into four categories: Hospital debt; levy supported debt; fee funded (landfill and water/sewer) debt; and override debt. The principal and interest payments for Hospital debt, levy debt, and the landfill portion of fee funded debt are included in lines 17 and 18 of the operating budget. The water/sewer debt service is contained in Lines 907 and 914 of Articles 21 and 22 (water and sewer budgets). The debt service on override debt is not covered by the operating budget.

After deliberations on the operating budget requests, \$281,828 remained from FY98 projected revenues. Of this amount, the Finance Committee has recommended that two capital projects be funded by debt supported by the levy (Art. 33, Mitchell roof, \$185,000; Art. 40, Sidewalk Tractor, \$60,000). The Finance Committee also has recommended that four projects be approved funded by cash (Art. 35, High School Mechanical Systems (Boiler), \$125,000; Art. 36, Mitchell/Hillside grounds repair \$62,000; Art. 34, Mitchell Intercom/Bell, \$30,000; Art. 59, Rosemary Pool Study, \$30,000). The total of the four projects to be funded with cash is \$247,000, and the debt service on the two projects to be funded with debt is approximately \$7,000.

The Finance Committee has disapproved for debt funding this year two projects (Art. 62, Police radio; Art. 45, Storm Drain master plan) totaling \$200,000 and has deferred 6 other projects (Arts. 37, 38, 41, 60, 61, 63) totaling \$319,000. If by Town Meeting the projected revenues for FY98 have increased, or if there is an unexpended balance in this year's Finance Committee Reserve Fund, the Finance Committee will reconsider its recommendations on these deferred projects.

The Finance Committee has approved five projects for funding from water/sewer revenues, four with bonding (Arts. 42, 43, 46, 47), and one with cash (Art. 49). The Finance Committee also has approved one landfill project (Art. 53 transfer trailers), but has not yet voted on Art. 54 (landfill closure), because it is awaiting additional information on the projected costs of closure (currently estimated at \$5.9 million). The Finance Committee has not completed its deliberations of Art. 39, DPW Equipment Replacement.

Town Meeting should be mindful that it has already, in the Special Town Meetings held in October 1996 and February 1997, approved substantial amounts of debt. The total for levy funded debt approved so far is \$394,000, for fee funded debt is \$960,000, and for override debt is \$250,000 (increase in cost of Newman renovations).

In general, the Finance Committee considered the following factors in making its recommendations on new debt:

1. Levy funded debt projects should be kept to a minimum this Annual Town Meeting, given the projects already approved by Town Meeting this fiscal year and given that the Town levy funded debt service will already exceed the 2% ceiling in FY98 and FY99 without any new projects being approved.
2. If possible, the Town should fund some projects each year with cash, not debt, especially those of shorter life span or of a maintenance/repair nature.
3. Given the still unknown costs of landfill closure, the Town should keep additional new debt of all types as low as reasonably possible.
4. Given the 64 capital projects listed in the capital plan as deferred or scheduled for future years, the Town should be slow to approve projects without knowing how they stack up against the 64 future projects, since the Town surely cannot do them all.

We have attempted to the extent possible to include in the Warrant our recommendations on the various capital articles.

CLOSING THOUGHTS

The Town thus finds itself in slightly better position entering FY98 than at this time last year, with the severe deficits then facing the Town. However, the situation this year is deceptive for several reasons. First, the Town is still experiencing the benefit of two substantial revenue increases in FY97 -- \$548,000 from the operational overrides, and \$730,000 from new growth, both of which permanently increased the levy limit. Second, there is the one time benefit of not having to fund, as we did in FY97, substantial amounts for overlay deficits or snow and ice deficits. Third, the Town still is not able to fund all "level service" operating requests.

It may well be at this time next year that no extra revenue will be available to fund more than level dollar budgets, or that deficits may again exist. Indeed, as our past Chairman, James Healy, pointed out to Town Meeting last year, unless the Town can keep the rate of increased expenses, in particular salary expenses, well within the rate of revenue increases, deficits are the inevitable product of Proposition 2 1/2.

The Town also faces uncertainty on many important issues as it enters FY98. Every collective bargaining agreement in the Town expires at the end of FY97, and the renegotiation of those agreements will have a critical impact on the FY98 budget. The landfill also presents two areas of uncertainty and potential added cost: (1) the cost of closure itself (currently estimated at \$5.9 million); and (2) the increased cost to dispose of trash when the landfill closes on 1/1/98 and no more refuse can be placed in it.

The Finance Committee wishes to thank the Board of Selectmen, the Town Administrator and Finance Director, and all Department Heads and other town officials and employees with whom we have worked this past year. The Chairman also wishes to thank each of the Finance Committee members, who have volunteered their time and worked so hard to examine the budgets and various capital requests presented to Finance Committee. In addition, I would like to acknowledge the invaluable contribution by our Executive Secretary, Gerry Sullivan, now in his 11th year of service to the Finance Committee.

Thomas H. Hannigan, Jr., Chairman
 John P. Ryan, Vice Chairman
 James G. Healy, Past Chairman
 John Hession
 Maureen P. Corcoran

Paul G. Smith
 Ronald P. Culgin
 Paul T. Milligan
 Ford H. Peckham
 Executive Secretary, Gerard G. Sullivan

WARRANT ARTICLE INDEX

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REVENUE SUMMARY: FY 96 - 98

| | ACTUAL RECEIPTS FY 96 | ESTIMATED RECEIPTS FY97 | PROJECT ED RECEIPTS FY98 |
|---------------------------------------|-----------------------------|-------------------------------|--------------------------------|
| RECEIPTS: | | | |
| Motor Vehicle Excise | 2,822,329 | 2,412,841 | 2,552,000 |
| Transfer from Water Enterprise Fund | 632,319 | 493,246 | 493,246 |
| Transfer from Sewer Enterprise Fund | 688,986 | 469,146 | 469,146 |
| Trash Disposal Charges | 504,672 | 525,000 | 657,835 |
| Recreation | 239,092 | 244,000 | 250,000 |
| Licenses & Permits | 505,491 | 490,000 | 500,000 |
| Special Assessments | 9,925 | 4,600 | 5,000 |
| Fines & Forfeits | 138,839 | 130,000 | 130,000 |
| Investment Income | 590,319 | 463,000 | 484,000 |
| Hotel Tax | 245,383 | 150,000 | 170,000 |
| Transfer from Glover Ent. Fund | 658,311 | 622,418 | 479,600 |
| Other Receipts | 37,000 | 0 | 37,000 |
| MBTA Commuter Parking | 122,504 | 110,000 | 115,000 |
| Penalties and Interest | 250,063 | 150,000 | 150,000 |
| In Lieu of Taxes | 89,600 | 89,000 | 90,000 |
| Charges for Services | 297,669 | 250,000 | 278,040 |
| Fees | 187,749 | 130,000 | 175,000 |
| Library Charges | 48,773 | 35,000 | 40,000 |
| Rentals | 28,330 | 26,000 | 26,000 |
| Other - FEMA Reimb. | 38,681 | 0 | 0 |
| SUB-TOTAL | 8,099,035 | 6,793,891 | 7,071,867 |
| REVENUE: | | | |
| Real & Personal Property Tax Levy | 39,090,159 | 41,492,045 | 42,844,346 |
| State Aid | 4,904,937 | 5,230,165 | 5,591,780 |
| SUB-TOTAL | 43,995,096 | 46,722,210 | 48,436,126 |
| RESERVES: | | | |
| Undesignated Fund Balance (Free Cash) | 1,455,000 | 2,038,000 | 2,301,407 |
| Reserved for Appropriation - Parking | 55,000 | 55,000 | 55,000 |
| Overlay Surplus | 0 | 0 | 39,000 |
| Reserved for Appropriation - Landfill | 35,000 | 70,000 | 70,000 |
| SUB-TOTAL | 1,545,000 | 2,163,000 | 2,465,407 |
| TOTAL REVENUE | 53,639,131 | 55,679,101 | 57,973,400 |
| LESS-REDUCTIONS IN REVENUE: | | | |
| Overlay (reserve for abatements) | 675,000 | 700,000 | 700,000 |
| Cherry Sheet Offsets | 444,584 | 440,504 | 440,504 |
| Cherry Sheet Assessments | 993,186 | 1,020,607 | 1,080,000 |
| Snow Deficit | 0 | 110,700 | 0 |
| School Building Reimbursements | 1,064,959 | 1,022,769 | 1,022,769 |
| Overlay Deficits | 545,798 | 730,592 | 25,700 |
| SUB-TOTAL | 3,723,527 | 4,025,172 | 3,268,973 |
| AVAILABLE FOR APPROPRIATION: | 49,960,380 | 51,653,929 | 54,704,427 |
| OTHER RESERVES APPROPRIATED | 250,000 | 250,000 | 0 |
| TOTAL | 50,165,604 | 51,903,929 | 54,704,427 |

SUMMARY: FY 96 - 98 OPERATING BUDGET (General Fund Only)

| | EXPENDED FY 96 | APPROPRIATED FY 97 | RECOMMENDED FY98 |
|-----------------------------------|-------------------|-----------------------|---------------------|
| <u>TOWN WIDE EXPENSES</u> | 9,378,091 | 9,840,158 | 10,293,415 |
| <u>DEPARTMENT BUDGETS:</u> | | | |
| Board Of Selectmen | 408,614 | 420,676 | 422,394 |
| Town Clerk | 160,250 | 184,543 | 174,684 |
| Legal | 179,655 | 184,569 | 184,569 |
| Personnel Board | 9,177 | 11,691 | 11,691 |
| Assessors | 231,122 | 242,746 | 253,308 |
| Finance | 1,042,878 | 1,096,040 | 1,116,960 |
| Finance Committee | 13,478 | 522,048 | 1,119,695 |
| Contributory Retirement | 52,340 | 59,649 | 0 |
| Education | 21,068,345 | 22,635,998 | 24,235,998 |
| School Building Maintenance | 2,461,266 | NA | NA |
| Police | 3,036,824 | 3,197,396 | 3,301,965 |
| Fire | 3,760,033 | 3,996,537 | 3,994,125 |
| Building | 183,562 | 193,023 | 203,597 |
| Department of Public Works | 4,030,858 | 3,923,413 | 4,139,472 |
| Building Maintenance | 3,039,901 | 2,999,552 | 3,115,205 |
| Building Committee | NA | 3,300 | 5,950 |
| Board of Health | 284,666 | 273,712 | 277,352 |
| Veterans Services | 45,142 | 71,861 | 72,559 |
| Youth Commission | 103,727 | 119,856 | 121,312 |
| Council On Aging | 166,780 | 171,558 | 174,788 |
| Commission on Disabilities | 460 | 513 | 513 |
| Planning Board | 90,743 | 97,428 | 97,813 |
| Conservation Commission | 18,643 | 19,014 | 19,014 |
| Board of Appeals | 7,477 | 8,870 | 8,870 |
| Historical Commission | 513 | 513 | 513 |
| Library | 654,404 | 714,491 | 723,002 |
| Park & Recreation | 301,674 | 335,008 | 348,163 |
| Memorial Park | 500 | 500 | 500 |
| DEPARTMENT BUDGETS | 38,891,766 | 41,484,505 | 44,124,012 |
| Warrant Articles(General Fund) | 27,000 | 10,000 | 277,000 |
| Appropriate to Stabilization Fund | 200,000 | 500,000 | 0 |
| New Debt Service | 0 | 36,766 | 10,000 |
| TOTAL OPERATING BUDGET: | 48,496,857 | 51,871,429 | 54,704,427 |

**OPERATING BUDGET RECOMMENDATIONS
FOR FISCAL YEAR ENDING JUNE 30, 1998**

Submitted by the Finance Committee

GENERAL NOTE: Fiscal year 1996 Expended column and fiscal year 1997 Appropriated column have been restated to reflect the consolidated expense request grouping for fiscal year 1998.

| | | <u>EXPENDED</u> <u>FY96</u> | <u>APPRO-</u> <u>PRIATED</u> <u>FY97</u> | <u>RECOM-</u> <u>MENDED</u> <u>FY98</u> | <u>AMENDMENT</u> |
|----------------------------------|---------------------------|--|---|--|-------------------------|
| <u>TOWN WIDE EXPENSES</u> | | | | | |
| (18.82 % of Budget Total) | | | | | |
| 010 | Street lighting | 380,171 | 390,000 | 399,750 | _____ |
| 011 | Garbage collection | 93,396 | 95,000 | 97,000 | _____ |
| 012 | Insurance, general | 354,797 | 420,000 | 348,200 | _____ |
| 013 | Health insurance | 3,332,145 | 3,600,000 | 3,755,000 | _____ |
| 014 | Worker's compensation | 454,451 | 470,000 | 470,000 | _____ |
| 015 | Prop. self insurance | 15,000 | 15,000 | 25,000 | _____ |
| 016 | Unemployment compensation | 37,993 | 30,000 | 30,000 | _____ |
| 017 | Maturing bonds | 954,752 | 1,231,375 | 1,447,079 | _____ |
| 018 | Interest | 552,424 | 299,000 | 419,693 | _____ |
| 019 | Contributory retirement | 2,482,191 | 2,504,073 | 2,526,193 | _____ |
| 020 | Chapter 32 retirement | 136,495 | 200,000 | 190,000 | _____ |
| 021 | Minuteman Voc. assessment | 497,325 | 490,210 | 500,000 | _____ |
| 022 | MBTA Commuter Parking | <u>86,957</u> | <u>95,500</u> | <u>95,500</u> | _____ |
| TOTAL: TOWN WIDE EXP. | | 9,378,091 | 9,840,158 | 10,293,415 | |

GENERAL GOVERNMENT
(1.46% of Budget Total)

BOARD OF SELECTMEN:

| | | | | | |
|-----|---------------------|----------------|----------------|----------------|-------|
| 101 | Salaries | 271,818 | 281,418 | 283,636 | _____ |
| 102 | Purchase of service | 114,304 | 115,408 | 117,958 | _____ |
| 103 | Expenses | 18,722 | 19,850 | 16,800 | _____ |
| 104 | Capital outlay | <u>3,770</u> | <u>4,000</u> | <u>4,000</u> | _____ |
| | TOTAL | 408,614 | 420,676 | 422,394 | _____ |

TOWN CLERK/BOARD OF REGISTRARS:

| | | | | | |
|-----|--------------------------------|----------------|----------------|----------------|-------|
| 105 | Salaries | 127,845 | 137,797 | 139,809 | _____ |
| 106 | Purchase of service | 17,846 | 21,625 | 19,050 | _____ |
| 107 | Expenses | 2,663 | 3,740 | 3,825 | _____ |
| 108 | Capital outlay | 0 | 0 | 5,000 | _____ |
| 109 | Tellers / Canvassers / Details | <u>11,896</u> | <u>21,381</u> | <u>7,000</u> | _____ |
| | TOTAL | 160,250 | 184,543 | 174,684 | _____ |

GENERAL GOVERNMENT (Continued)

| | | EXPENDED | APPRO- | RECOM- | |
|----------------------------------|---------------------|-----------------|----------------|----------------|------------------|
| | | FY96 | PRIATED | MENDED | AMENDMENT |
| | | | FY97 | FY98 | |
| LEGAL: | | | | | |
| 110 | Salaries | 47,937 | 49,569 | 49,569 | _____ |
| 111 | Special fees | 129,409 | 130,000 | 130,000 | _____ |
| 112 | Expenses | <u>2,309</u> | <u>5,000</u> | <u>5,000</u> | _____ |
| | TOTAL | 179,655 | 184,569 | 184,569 | _____ |
| PERSONNEL BOARD: | | | | | |
| 113 | Salaries | 1,667 | 1,691 | 1,691 | _____ |
| 114 | Purchase of service | 0 | 2,500 | 2,500 | _____ |
| 115 | Merit bonus | <u>7,500</u> | <u>7,500</u> | <u>7,500</u> | _____ |
| | TOTAL | 9,177 | 11,691 | 11,691 | _____ |
| TOTAL: GENERAL GOVERNMENT | | 757,696 | 801,479 | 793,338 | _____ |

FINANCE

(4.56 % of Budget Total)

ASSESSORS:

| | | | | | |
|-----|---------------------|----------------|----------------|----------------|-------|
| 201 | Salaries | 196,928 | 205,346 | 208,408 | _____ |
| 202 | Purchase of service | 24,638 | 25,000 | 32,500 | _____ |
| 203 | Expenses | 9,556 | 11,400 | 11,400 | _____ |
| 204 | Capital outlay | <u>0</u> | <u>1,000</u> | <u>1,000</u> | _____ |
| | TOTAL | 231,122 | 242,746 | 253,308 | _____ |

FINANCE DEPARTMENT:

| | | | | | |
|-----|---------------------|------------------|------------------|------------------|-------|
| 205 | Salaries | 622,109 | 673,240 | 692,383 | _____ |
| 206 | Purchase of service | 302,727 | 310,230 | 316,907 | _____ |
| 207 | Expenses | 70,472 | 81,720 | 88,770 | _____ |
| 208 | Capital outlay | <u>47,570</u> | <u>30,850</u> | <u>18,900</u> | _____ |
| | TOTAL | 1,042,878 | 1,096,040 | 1,116,960 | _____ |

FINANCE COMMITTEE:

| | | | | | |
|-----|--------------|---------------|----------------|------------------|-------|
| 209 | Salaries | 13,218 | 13,548 | 13,548 | _____ |
| 210 | Expenses | 260 | 500 | 500 | _____ |
| 211 | Reserve fund | <u>0</u> | <u>508,000</u> | <u>1,105,647</u> | _____ |
| | TOTAL | 13,478 | 522,048 | 1,119,695 | _____ |

CONTRIBUTORY RETIREMENT:

| | | | | | |
|-----|---------------------|---------------|---------------|----------|-------|
| 212 | Salaries | 46,740 | 46,689 | 0 | _____ |
| 213 | Purchase of service | 2,200 | 8,750 | 0 | _____ |
| 214 | Expenses | 3,400 | 4,210 | 0 | _____ |
| 215 | Capital outlay | <u>0</u> | <u>0</u> | <u>0</u> | _____ |
| | TOTAL | 52,340 | 59,649 | 0 | _____ |

| | | | | |
|-----------------------|------------------|------------------|------------------|--|
| TOTAL: FINANCE | 1,339,818 | 1,920,483 | 2,489,963 | |
|-----------------------|------------------|------------------|------------------|--|

| | EXPENDED FY 96 | APPRO- PRIATED FY 97 | RECOM- MENDED FY 98 | AMENDMENT |
|------------------------------|-------------------|----------------------------|---------------------------|-----------|
| EDUCATION | | | | |
| (44.67% of Budget Total) | | | | |
| SCHOOL DEPARTMENT: | | | | |
| 301 Salaries | 17,812,877 | 19,020,151 | 20,453,916 | _____ |
| 302 Purchase of service | 2,325,178 | 2,688,317 | 2,854,552 | _____ |
| 303 Expenses | 686,721 | 701,444 | 701,444 | _____ |
| 304 Capital outlay | <u>243,569</u> | <u>226,086</u> | <u>226,086</u> | _____ |
| TOTAL | 21,068,345 | 22,635,998 | 24,235,998 | _____ |
| SCHOOL BUILDING MAINTENANCE: | | | | |
| 305 Salaries | 1,367,390 | NA | NA | _____ |
| 306 Purchase of service | 941,076 | | | _____ |
| 307 Expenses | 123,100 | | | _____ |
| 308 Capital outlay | <u>29,700</u> | | | _____ |
| TOTAL | 2,461,266 | | | _____ |
| TOTAL: EDUCATION | 23,529,611 | 22,635,998 | 24,235,998 | _____ |
| PUBLIC SAFETY | | | | |
| (13.76% of Budget Total) | | | | |
| POLICE: | | | | |
| Salaries-regular | 2,338,021 | 2,522,465 | 2,619,942 | _____ |
| Salaries-overtime | 489,984 | 438,692 | 412,692 | _____ |
| 401 Total salaries | 2,828,05 | 2,961,157 | 3,032,634 | _____ |
| 402 Purchase of service | 46,072 | 44,792 | 44,792 | _____ |
| 403 Expenses | 86,747 | 99,259 | 100,059 | _____ |
| 404 Capital outlay | <u>76,000</u> | <u>92,188</u> | <u>124,480</u> | _____ |
| TOTAL | 3,036,824 | 3,197,396 | 3,301,965 | _____ |
| FIRE: | | | | |
| Salaries-regular | 3,100,385 | 3,311,749 | 3,325,225 | _____ |
| Salaries-overtime | 445,000 | 445,000 | 445,000 | _____ |
| Salaries o/t alarm div. | 10,000 | 10,000 | 10,000 | _____ |
| 405 Total salaries | 3,555,385 | 3,766,749 | 3,780,225 | _____ |
| 406 Purchase of service | 62,278 | 57,313 | 70,875 | _____ |
| 407 Expenses | 136,570 | 155,475 | 143,025 | _____ |
| 408 Capital outlay | <u>5,800</u> | <u>17,000</u> | <u>0</u> | _____ |
| TOTAL | 3,760,033 | 3,996,537 | 3,994,125 | _____ |

1997 ANNUAL TOWN MEETING WARRANT

TOWN OF NEEDHAM, MASSACHUSETTS

| | | EXPENDED FY96 | APPRO- PRIATED FY97 | RECOM- MENDE D FY98 | AMENDMENT |
|--------------------------------------|---------------------|--------------------------|------------------------------------|--|------------------|
| PUBLIC SAFETY (Continued) | | | | | |
| BUILDING: | | | | | |
| 409 | Salaries | 176,455 | 185,616 | 196,490 | _____ |
| 410 | Purchase of service | 2,260 | 1,660 | 1,400 | _____ |
| 411 | Expenses | 4,847 | 5,447 | 5,707 | _____ |
| 412 | Capital outlay | <u>0</u> | <u>300</u> | <u>0</u> | _____ |
| | TOTAL | 183,562 | 193,023 | 203,597 | _____ |
| TOTAL: PUBLIC SAFETY | | 6,980,419 | 7,386,956 | 7,497,206 | _____ |
| <u>PUBLIC FACILITIES</u> | | | | | |
| (13.45% of Budget Total) | | | | | |
| PUBLIC WORKS: | | | | | |
| 501 | Salaries | 2,046,228 | 2,188,702 | 2,263,761 | _____ |
| 502 | Purchase of service | 1,226,521 | 1,252,891 | 1,374,731 | _____ |
| 503 | Expenses | 310,610 | 331,820 | 350,980 | _____ |
| 504 | Capital outlay | 0 | 0 | 0 | _____ |
| 505 | Snow & Ice | <u>447,499</u> | <u>150,000</u> | <u>150,000</u> | _____ |
| | TOTAL | 4,030,858 | 3,923,413 | 4,139,472 | _____ |
| BUILDING MAINTENANCE: | | | | | |
| 507 | Salaries | 170,508 | 1,604,674 | 1,636,791 | _____ |
| 508 | Purchase of service | 209,780 | 1,139,653 | 1,171,477 | _____ |
| 509 | Expenses | 55,940 | 215,225 | 267,337 | _____ |
| 510 | Capital outlay | <u>3,878</u> | <u>40,000</u> | <u>39,600</u> | _____ |
| | TOTAL | 440,106 | 2,999,552 | 3,115,205 | _____ |
| PERMANENT PUBLIC BUILDING COMMITTEE: | | | | | |
| 511 | Salaries | n/a | 3,060 | 5,200 | _____ |
| 512 | Expenses | n/a | 240 | 400 | _____ |
| 513 | Capital outlay | n/a | <u>0</u> | <u>350</u> | _____ |
| | TOTAL | | 3,300 | 5,950 | _____ |
| TOTAL: PUBLIC FACILITIES | | 7,070,759 | 6,926,265 | 7,263,108 | _____ |
| <u>HUMAN SERVICES</u> | | | | | |
| (1.18% of Budget Total) | | | | | |
| BOARD OF HEALTH: | | | | | |
| 601 | Salaries | 189,170 | 199,921 | 201,561 | _____ |
| 602 | Purchase of service | 89,990 | 65,741 | 68,241 | _____ |
| 603 | Expenses | 5,506 | 7,550 | 7,550 | _____ |
| 604 | Capital outlay | <u>0</u> | <u>500</u> | <u>0</u> | _____ |
| | TOTAL | 284,666 | 273,712 | 277,352 | _____ |

| | | EXPENDED FY 96 | APPRO- PRIATED FY 97 | RECOM- MENDED FY 98 | AMENDMENT |
|-----------------------------------|---------------------|-------------------|----------------------------|---------------------------|-----------|
| HUMAN SERVICES (Continued) | | | | | |
| VETERANS' SERVICES: | | | | | |
| 605 | Salaries | 36,723 | 38,161 | 38,859 | _____ |
| 606 | Expenses | 2,916 | 3,700 | 3,700 | _____ |
| 607 | Veteran's benefits | <u>5,503</u> | <u>30,000</u> | <u>30,000</u> | _____ |
| | TOTAL | 45,142 | 71,861 | 72,559 | _____ |
| YOUTH COMMISSION: | | | | | |
| 608 | Salaries | 98,999 | 115,066 | 116,522 | _____ |
| 609 | Purchase of service | 2,838 | 2,140 | 2,140 | _____ |
| 610 | Expenses | 1,890 | 2,650 | 2,650 | _____ |
| 611 | Capital outlay | <u>0</u> | <u>0</u> | <u>0</u> | _____ |
| | TOTAL | 103,727 | 119,856 | 121,312 | _____ |
| COUNCIL ON AGING: | | | | | |
| 612 | Salaries | 152,399 | 156,458 | 159,163 | _____ |
| 613 | Purchase of service | 10,756 | 11,500 | 11,500 | _____ |
| 614 | Expenses | 3,625 | 3,600 | 4,125 | _____ |
| 615 | Capital outlay | <u>0</u> | <u>0</u> | <u>0</u> | _____ |
| | TOTAL | 166,780 | 171,558 | 174,263 | _____ |
| COMMISSION ON DISABILITIES: | | | | | |
| 616 | Expenses | <u>460</u> | <u>513</u> | <u>513</u> | _____ |
| | TOTAL | 460 | 513 | 513 | _____ |
| TOTAL: HUMAN SERVICES | | 600,775 | 637,500 | 646,524 | _____ |
| DEVELOPMENT | | | | | |
| (.23% of Budget Total) | | | | | |
| PLANNING BOARD: | | | | | |
| 701 | Salaries | 85,941 | 92,521 | 92,906 | _____ |
| 702 | Purchase of service | 3,021 | 2,960 | 2,960 | _____ |
| 703 | Expenses | 1,781 | 1,947 | 1,947 | _____ |
| 704 | Capital outlay | <u>0</u> | <u>0</u> | <u>0</u> | _____ |
| | TOTAL | 90,743 | 97,428 | 97,813 | _____ |
| CONSERVATION COMMISSION: | | | | | |
| 705 | Salaries | 14,083 | 14,435 | 14,435 | _____ |
| 706 | Purchase of service | 3,429 | 3,429 | 3,429 | _____ |
| 707 | Expenses | 1,131 | 1,150 | 1,150 | _____ |
| 708 | Capital outlay | <u>0</u> | <u>0</u> | <u>0</u> | _____ |
| | TOTAL | 18,643 | 19,014 | 19,014 | _____ |
| BOARD OF APPEALS: | | | | | |
| 709 | Salaries | 5,383 | 5,520 | 5,520 | _____ |
| 710 | Purchase of service | 1,976 | 3,000 | 3,000 | _____ |
| 711 | Expenses | <u>118</u> | <u>350</u> | <u>350</u> | _____ |
| | TOTAL | 7,477 | 8,870 | 8,870 | _____ |

| | | EXPENDED FY96 | APPRO- PRIATED FY97 | RECOM- MENDED FY98 | AMENDMENT |
|---|---------------------|--------------------------|------------------------------------|-----------------------------------|------------------|
| <u>DEVELOPMENT (Continued)</u> | | | | | |
| HISTORICAL COMMISSION: | | | | | |
| 712 | Expenses | <u>513</u> | <u>513</u> | <u>513</u> | _____ |
| | TOTAL | 513 | 513 | 513 | _____ |
| TOTAL: DEVELOPMENT | | 117,376 | 125,825 | 126,210 | _____ |
| <u>CULTURAL AND LEISURE SERVICES</u> | | | | | |
| (1.97% of Budget Total) | | | | | |
| LIBRARY: | | | | | |
| 801 | Salaries | 519,836 | 551,537 | 559,763 | _____ |
| 802 | Purchase of service | 32,000 | 35,374 | 35,659 | _____ |
| 803 | Books & Periodicals | 93,000 | 114,800 | 114,800 | _____ |
| 804 | Expenses | 9,568 | 12,780 | 12,780 | _____ |
| 805 | Capital outlay | <u>0</u> | <u>0</u> | <u>0</u> | _____ |
| | TOTAL | 654,404 | 714,491 | 723,002 | _____ |
| PARK & RECREATION: | | | | | |
| 806 | Salaries | 251,286 | 281,883 | 284,038 | _____ |
| 807 | Purchase of service | 22,205 | 24,778 | 29,778 | _____ |
| 808 | Expenses | 23,183 | 23,347 | 24,347 | _____ |
| 809 | Capital outlay | <u>5,000</u> | <u>5,000</u> | <u>10,000</u> | _____ |
| | TOTAL | 301,674 | 335,008 | 348,163 | _____ |
| MEMORIAL PARK: | | | | | |
| 810 | Expenses | 500 | 500 | 500 | _____ |
| 811 | Capital outlay | <u>0</u> | <u>0</u> | <u>0</u> | _____ |
| | TOTAL | 500 | 500 | 500 | _____ |
| TOTAL: LEISURE /CULTURAL SERV | | 956,578 | 1,049,999 | 1,071,665 | _____ |
| GRAND TOTAL: | | | | | |
| DEPARTMENT BUDGETS | | 48,269,857 | 51,371,429 | 54,417,427 | _____ |

**WARRANT FOR THE ANNUAL TOWN MEETING
MONDAY, APRIL 14, 1997
TOWN OF NEEDHAM
COMMONWEALTH OF MASSACHUSETTS**

Norfolk, ss.

To either of the constables in the Town of Needham in said County. Greetings:

In the name of the Commonwealth of Massachusetts you are hereby required to notify and warn the Inhabitants of the Town of Needham qualified to vote in elections and in Town Affairs to meet in their respective voting places in said Town namely:

| | | |
|------------|---|-------------------------------------|
| Precinct A | - | Hillside School - Gymnasium |
| Precinct B | - | Hillside School - Gymnasium |
| Precinct C | - | Newman School - Gymnasium |
| Precinct D | - | High Rock School - Gymnasium |
| Precinct E | - | Pollard Middle School - Room 226 |
| Precinct F | - | Stephen Palmer Community Room |
| Precinct G | - | Broadmeadow School - Gymnasium |
| Precinct H | - | Broadmeadow School - Gymnasium |
| Precinct I | - | William Mitchell School - Gymnasium |
| Precinct J | - | William Mitchell School - Gymnasium |

on MONDAY, THE FOURTEENTH DAY OF APRIL, 1997

from forty-five minutes after six o'clock in the forenoon, until eight o'clock in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: ANNUAL TOWN ELECTION

To choose by ballot the following Town Officers:

One Moderator for One Year;
Two Selectmen for Three Years;
One Assessor for Three Years;
Two Members of School Committee for Three Years;
One Member of the School Committee for One Year;
Two Trustees of Memorial Park for Three Years;
Two Trustees of Needham Public Library for Three Years;
One Member of Board of Health for Three Years;
One Member of Planning Board for Five Years;
One Member of Planning Board for Three Years;
One Commissioner of Trust Funds for Three Years;
One Commissioner of Trust Funds for One Year;
Two Members of Park and Recreation Commission for Three Years;
Nine Town Meeting Members from Precinct A for Three Years;
One Town Meeting Member from Precinct A for One Year;
Nine Town Meeting Members from Precinct B for Three Years;
One Town Meeting Member from Precinct B for Two Years;

Three Town Meeting Members from Precinct B for One Year;
 Nine Town Meeting Members from Precinct C for Three Years;
 Two Town Meeting Members from Precinct C for Two Years;
 Two Town Meeting Members from Precinct C for One Year;
 Nine Town Meeting Members from Precinct D for Three Years;
 One Town Meeting Member from Precinct D for Two Years;
 Eight Town Meeting Members from Precinct E for Three Years;
 Two Town Meeting Members from Precinct E for One Year;
 Eight Town Meeting Members from Precinct F for Three Years;
 Two Town Meeting Members from Precinct F for One Year;
 Eight Town Meeting Members from Precinct G for Three Years;
 One Town Meeting Member from Precinct G for One Year;
 Eight Town Meeting Members from Precinct H for Three Years;
 Eight Town Meeting Members from Precinct I for Three Years;
 One Town Meeting Member from Precinct I for One Year;
 Eight Town Meeting Members from Precinct J for Three Years.

ARTICLE 2: BALLOT QUESTION

To submit the following question upon the official ballot to the voters of the Town:

QUESTION 1: GENERAL OVERRIDE - SCHOOL DEPARTMENT

“Shall the Town of Needham be allowed to assess an additional \$1,500,000 in real estate and personal property taxes for the operations of the School Department, for the fiscal year beginning July first, nineteen hundred and ninety-seven?”

and at the Newman School in said Town on MONDAY, THE FIFTH DAY OF MAY, 1997 AT 7:30 P.M.

ARTICLE 3: COMMITTEE AND OFFICER REPORTS

To hear and act on the reports of Town Officers and Committees.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ZONING/LAND USE ARTICLES

ARTICLE 4: STREET ACCEPTANCE

To see if the Town will vote to accept the following streets or portions thereof, constructed by developers under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk, including the taking or acceptance of easements as shown on said plans:

Burr Drive, from South Street to the end;
 Cynthia Road, from Central Avenue to the end of the 1971 layout;
 Louart Road, from Central Avenue to Cynthia Road;

Wildale Circle, from Cynthia Road to the end.

or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 5: AMEND ZONING BY-LAW - MAXIMUM BUILDING COVERAGE FOR RESIDENTIAL LOTS IN SINGLE RESIDENCE A, SINGLE RESIDENCE B, AND GENERAL RESIDENCE DISTRICTS

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. In Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by revising the seventh column thereof so that it shall read as follows (new language underlined):

| <u>District</u> | <u>"Maximum % Lot Coverage</u> |
|-------------------------------------|--|
| <i>Rural Residence-Conservation</i> | 15% |
| <i>Single Residence A</i> | <u>15%</u> (f) |
| <i>Single Residence B</i> | <u>25%</u> (f) |
| <i>General Residence</i> | <u>30%</u> (f) |
| <i>Institutional</i> | NR" |

2. In Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by adding the following new language to paragraph (b) so that it shall read as follows (new language underlined):

- (b) No building or structure, or addition to any building or structure, but not including accessory buildings or structures, shall be erected or placed on a lot which will result in the covering by buildings or structures of more than fifteen percent (15%) of the lot area in a Rural Residence-Conservation District or in a Single Residence A District, or of more than twenty-five percent (25%) of the lot area in a Single Residence B District, or of more than thirty percent (30%) of the lot area in a General Residence District."

or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 6: AMEND ZONING BY-LAW - FLOOR AREA RATIO (F.A.R.) FOR RESIDENTIAL LOTS IN RURAL RESIDENCE-CONSERVATION, SINGLE RESIDENCE A, SINGLE RESIDENCE B, AND GENERAL RESIDENCE DISTRICTS

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. In Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by revising the sixth column thereof so that it shall read as follows (new language underlined):

| <u>District</u> | <u>"Maximum Floor Area Ratio (F.A.R.)</u> |
|-------------------------------------|---|
| <i>Rural Residence-Conservation</i> | <u>0.15</u> (e) |
| <i>Single Residence A</i> | <u>0.15</u> (e) |
| <i>Single Residence B</i> | <u>0.40</u> (e) |
| <i>General Residence</i> | <u>0.40</u> (e) |
| <i>Institutional</i> | NR" |

2. In Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by adding the following new paragraph (d) at the end of the subsection to read as follows:

- "(d) Single-family and two-family dwellings in a Rural Residence-Conservation District or a Single Residence A District shall be subject to a maximum floor area ratio of 0.15. Single-family and two-family dwellings in a Single Residence B District or a General Residence District shall be subject to a maximum floor area ratio of 0.40. For purposes of this section, floor area ratio shall be calculated by dividing the total combined gross floor area of all buildings and structures by the lot area. Gross floor area shall be the sum of the horizontal areas of the building(s) and structure(s) measured from the exterior of the framing (including, without limitation, habitable attics, porches, garages, carports, and similar elements) covered by a roof, exclusive of area having a floor elevation six feet or more below finished grade at the street setback line."

or take any other action relative thereto.

INSERTED BY: Planning Board

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

PERSONNEL RELATED ARTICLES

ARTICLE 7: FUND COLLECTIVE BARGAINING AGREEMENT - POLICE UNITS A & B

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Union, Units A and B, and to recommend amending the necessary line items in the 1998 Operating Budget under Article 20 to fund same; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 8: FUND COLLECTIVE BARGAINING AGREEMENT - POLICE SUPERIOR OFFICERS

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Police Superior Officers, and to recommend amending the necessary line items in the 1998 Operating Budget under Articles 20 to fund same; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 9: FUND COLLECTIVE BARGAINING AGREEMENT - FIRE UNITS A, B, & C

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Fire Union, Units A, B and C, and to recommend amending the necessary line items in the 1998 Operating Budget under Article 20 to fund same; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 10: FUND COLLECTIVE BARGAINING AGREEMENT - DPW / NAGE

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham DPW / NAGE, and to recommend amending the necessary line items in the 1998 Operating Budget under Articles 20, 21 and 22, to fund same; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

**ARTICLE 11: FUND COLLECTIVE BARGAINING AGREEMENT - AFSCME
(CUSTODIANS & MAINTENANCE WORKERS)**

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the AFSCME, and to recommend amending the necessary line items in the 1998 Operating Budget under Article 20 to fund same; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 12: FUND COLLECTIVE BARGAINING AGREEMENT - ITWA

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Independent Town Workers Association, and to recommend amending the necessary line items in the 1998 Operating Budget under Article 20 to fund same; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 13: AMEND CLASSIFICATION AND STANDARD RATES OF COMPENSATION

To see if the Town will vote to amend the Classification and Standard Rates of Compensation Schedule in its entirety by substituting therefor a new Classification and Standard Rates of Compensation Schedule; or take any other action relative thereto.

NOTE: All revisions to the Classification and Standard Rates of Compensation Schedule will be provided to Town Meeting Members before May 5, 1997. Except as otherwise required by State Law, the classes of positions in paid appointive service in the Town, other than those in the service of the School Department, and the standard rates of compensation thereof, effective July 1, 1997, may be found in the Classification and Standard Rates of Compensation Schedule, as amended.

INSERTED BY: Personnel Board

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 14: ESTABLISH ELECTED OFFICIALS' SALARIES

To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 1997, as required by the General Laws, Chapter 41, Section 108 and as recommended by the Personnel Board and subject to, in the case of the Town Clerk, the longevity provisions of Section 9.11.12 of the Consolidated Personnel By-Law.

| | |
|---------------------------------------|----------|
| Town Clerk | \$47,938 |
| Town Clerk with Six Years of Service | \$55,741 |
| Selectmen, Chairman | \$1,800 |
| Selectmen, Others | \$1,500 |
| Assessor, in Office as of 1/17/96 | \$10 |
| Assessor, not in Office as of 1/17/96 | \$0 |

or take any other action relative thereto.

INSERTED BY: Personnel Board

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 15: AMEND CONSOLIDATED PERSONNEL BY-LAW

To see if the Town will vote to amend its Consolidated Personnel By-Law (Article VIII of the General By-laws of the Town of Needham) by:

1. Deleting Section 9.16 Vacation and re-numbering succeeding sections accordingly;
2. Deleting Section 9.21 and re-number succeeding sections accordingly;
3. Deleting Section 9.22 and re-number succeeding sections accordingly;
4. Inserting a new Section 9.24.9 as follows:

“9.24.9 Full-time and permanent part-time employees, excluding department managers, who have a non-occupational sick leave bank of not less than 30 days (225 hours) and who are at the two week (75 hour) or three week (112.5 hour) vacation accrual rate shall be eligible to convert non-occupational sick leave to vacation leave under the following circumstances:

| <u>Sick Days used in Fiscal Year</u> | <u>Sick Days Traded for Vacation Days</u> |
|--|---|
| 0 - 4 days (0 - 30 hours) | 2 days (15 hours) |
| 4+ - 5 days (30.1 - 37.5 hours) | 1 day (7.5 hours) |
| 5+ days (37.6 hours) | 0 days (0 hours) |

Under extraordinary circumstances, such as severe illness or work-related injury, the Personnel Board may approve the conversion of sick days if the employee would otherwise qualify but for the circumstances in questions. Such approval will only be granted if the employee has at least 60 days in his or her non-occupational sick leave bank.”; and

5. Delete Section 9.15.4 and insert in place thereof the following:

“When an employee leaves Town service for any reason, he or she will be paid an amount equal to the vacation allowance as credited but not yet taken prior to the termination, in lieu of vacation leave. The lump sum payment requirement may be waived by the Personnel Director in extenuating circumstances.”;

or take any other action relative thereto.

INSERTED BY: Personnel Board

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

FINANCE/BUDGET ARTICLES

ARTICLE 16: APPROPRIATE FOR TAX WORK-OFF PROGRAM

To see if the Town will vote to raise and appropriate \$5,000 for the purpose of conducting a tax work-off program, said sum to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 17: APPROPRIATE FOR HAZARDOUS WASTE COLLECTION DAY

To see if the Town will vote to raise and appropriate \$20,000 for the purpose of conducting a hazardous waste collection day, said sum to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 18: APPROPRIATE FOR OIL TANK REMOVAL

To see if the Town will vote to raise and appropriate \$5,000 for the purpose of removing an underground oil tank at 83 Pickering Street (Stephen Palmer Center), said sum to be spent under the direction of the Municipal Building Maintenance Board and raised

from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 19: APPROPRIATE FOR CONSULTING SERVICES: ELECTRIC DEREGULATION

To see if the Town will vote to raise and appropriate \$30,000 for consulting services to study electric deregulation in the Town, to be spent under the direction of the Board of Selectmen and raised from the tax levy, or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 20: APPROPRIATE THE FY98 OPERATING BUDGET

To see what sums of money the Town will vote to raise and appropriate for the necessary Town expenses and charges; or take any other action relative thereto.

INSERTED BY: Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: The amounts appropriated be as recommended in the FY98 Operating Budget recommendations as shown on Page 10 - 15

ARTICLE 21: APPROPRIATE THE FY98 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and appropriate from water receipts or transfer from the water enterprise fund the following sums of money to operate the Water Division of the DPW during fiscal year 1998; under the provision of G.L. Chapter 44, Section 53F ½:

| | Expended FY96 | Appropriated FY97 | Recommended FY98 |
|--------------------------|--------------------------|------------------------------|-----------------------------|
| 908 Salaries | \$488,473 | 518,199 | 531,415 |
| 909 Purchase of Services | 225,949 | 229,891 | 242,598 |
| 910 Expenses | 154,230 | 201,255 | 201,255 |
| 911 Capital Outlay | 16,780 | 103,500 | 66,741 |
| 912 MWRA Assessment | 120,455 | 249,839 | 249,839 |
| 913 Emergency Repairs | 34,708 | 50,000 | 50,000 |
| 914 Debt Service | <u>242,579</u> | <u>315,000</u> | <u>493,870</u> |
| TOTAL | 1,283,174 | 1,667,684 | 1,835,718 |

or take any other action relative thereto.

INSERTED BY: Board of Selectmen/ Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 22: APPROPRIATE THE FY98 WASTEWATER ENTERPRISE FUND BUDGET (SEWER)

To see if the Town will vote to raise and appropriate from wastewater receipts or transfer from the wastewater enterprise fund the following sums of money to operate the Sewer Division of the DPW during fiscal year 1998; under the provisions of G.L. Chapter 44, Section 53F ½:

| | | Expended FY96 | Appropriated FY97 | Recommended FY98 |
|-----|---------------------|--------------------------|------------------------------|-----------------------------|
| 901 | Salaries | \$332,547 | 413,693 | 414,947 |
| 902 | Purchase of Service | 93,179 | 94,779 | 104,696 |
| 903 | Expenses | 54,429 | 59,300 | 59,300 |
| 904 | Capital Outlay | 0 | 0 | 56,763 |
| 905 | MWRA Assessment | 3,468,741 | 3,600,488 | 3,660,488 |
| 906 | Emergency Repairs | 31,940 | 20,000 | 20,000 |
| 907 | Debt Service | <u>688,986</u> | <u>515,000</u> | 729,582 |
| | TOTAL | 4,669,822 | 4,703,260 | 5,045,776 |

or take any other action relative thereto.

INSERTED BY: Board of Selectmen/Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 23: CONTINUE REVOLVING FUND - SCHOOL BUSING

To see if the Town will vote to continue a revolving fund account pursuant to the provisions of G.L. Chapter 44, Section 53E ½ for the revenues and expenditures from the School Department Fee-Based Busing Program and authorize the School Committee, through the Superintendent, to expend money from such fund in the amount of \$110,000 in fiscal year 1998; or take any other action relative thereto.

INSERTED BY: School Committee

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

Summary of MGL Chapter 44, Section 53E ½ : A revolving fund established under the provisions of G.L. Chapter 44, Section 53E ½ must be authorized annually by vote of the Town Meeting. The Town Meeting may authorize the use of one or more revolving funds by one or more municipal agencies, boards, departments or offices which fund shall be accounted for separately from all other monies in the Town. The fund shall be credited with only the departmental receipts received in connection with the programs supported by such revolving fund and expenditures may be made from the revolving fund without further appropriation, subject to the provisions of Section 53E ½.

The annual Town Meeting authorization for each revolving fund shall specify:

- (1) the programs and purposes for which the revolving fund may be expended;
- (2) the departmental receipts which shall be credited to the revolving fund;
- (3) the board, department or officer authorized to expend from such fund; and
- (4) a limit on the amount which may be expended from such fund in the ensuing year.

In any fiscal year the Board of Selectmen and the Finance Committee may approve an increase in the amount to be spent from the revolving fund, but in no event shall any agency, board, department or officer be authorized to expend in any one fiscal year more than one percent of the amount raised by the Town by taxation in the most recent fiscal year for which a tax rate has been certified pursuant to MGL. Chapter 59, section 23.

Said agency, board, department or office shall report annually to the Town Meeting or Board of Selectmen as provided by Section 53E ½.

At the close of a fiscal year in which a revolving fund is not reauthorized for the following year or in which the Town changes the purpose for which money may be spent the following year, the balance shall revert to surplus revenue unless the Annual Town Meeting votes to transfer such balance to another revolving fund.

ARTICLE 24: CONTINUE REVOLVING FUND - MEMORIAL PARK

To see if the Town will vote to continue a revolving fund account pursuant to the provisions of G.L. Chapter 44, Section 53E ½ for the revenues from Memorial Park food concessions, said funds to be used for improvements to the Memorial Park and to authorize the Memorial Park Trustees to expend money from said fund in fiscal year 1998 in the amount of \$4,100; or take any other action relative thereto.

INSERTED BY: Memorial Park Trustees

FINANCE COMMITTEE RECOMMEND THAT: No Position Taken

Summary of M.G.L. Chapter 44, Section 53E ½: See summary for Article 23.

ARTICLE 25: CONTINUE REVOLVING FUND - LOCAL TRANSPORTATION

To see if the Town will vote to continue a revolving fund account pursuant to the provisions of G.L. Chapter 44, Section 53E ½ for the revenues and expenditures associated with local transportation including grant revenues from the MBTA Suburban Transportation Program and authorize the Board of Selectmen, through the Town Administrator, to expend money from such fund in fiscal year 1998 in the amount of \$40,000; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

Summary of M.G.L. Chapter 44, Section 53E ½: See summary for Article 23.

ARTICLE 26: CONTINUE REVOLVING FUND: YARD WASTE PROCESSING PROGRAM

To see if the Town will vote to continue a revolving fund account pursuant to the provisions of G.L. Chapter 179 of the Acts of 1993 for the revenues and expenditures associated with the Yard Waste Processing Program and to authorize the Board of Selectmen, through the Director of Public Works, to expend money from said fund in fiscal year 1998 in the amount of \$75,000; or take any action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

Summary of Chapter 179 of the Acts of 1993: This law authorizes the creation of an intergovernmental revolving fund by a town that is the lead community in the operation of a multi-community yard waste processing or recycling program. For a lead community to create the fund, its board of selectmen must vote to authorize it, must establish a limit on the total amount which may be spent from the fund for the first fiscal year and must designate the department responsible for operating the yard waste processing or recycling program. For future fiscal years the local appropriating body will set the annual spending limit and designate the responsible department. The spending limit may be increased during the course of any fiscal year with the approval of the board of selectmen.

Participating communities will appropriate funds for the purposes of the yard waste processing or recycling program and will pay them over to the treasurer of the lead community. Any other receipts generated in connection with the program will also be credited to the fund. Monies in the fund may be spent without appropriation for the operation of the program, but no expenditures may be made or obligations incurred in excess of the actual monies received and credited to the fund, nor of the approved spending limit for the year. The balance in the fund at the end of the fiscal year will carry forward into the next year. An annual report on the operation of the fund is to be prepared by the accounting officer, reviewed by the board of selectmen, and forwarded to the Bureau of Accounts.

ARTICLE 27: CONTINUE REVOLVING FUND - HOME COMPOSTING BIN ACCOUNT

To see if the Town will vote to continue a revolving fund account pursuant to the provisions of G.L. Chapter 44, Section 53E ½ for the revenues and expenditures associated with the sale of home composting bins and authorize the Board of Selectmen, through the Director of Public Works, to expend money from such fund in fiscal year 1998 in the amount of \$2,900 for the purchase of additional bins and related costs; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

**ARTICLE 28: ACCEPT G.L. CHAPTER 73, SECTION 4 OF THE ACTS OF 1986 -
(CONTINUATION OF INCREASE IN PROPERTY TAX EXEMPTION LIMITS)**

To see if the Town will vote to accept, for fiscal year 1998, the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions and approve an increase in the amount of 20% for each eligible exemption; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

Summary of Chapter 73, Section 4 of the Acts of 1986: Town Meeting approval of the additional exemption, as well as application for the exemption by the taxpayer, must be made annually. Approval was first granted by the May 1993 Town Meeting. Acceptance of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, permits the Town to grant an additional exemption to certain taxpayers who are surviving spouses, surviving minors of deceased parents, persons over the age of 70, certain veterans and disabled veterans and their surviving spouses, parents of veterans who died in wartime service and blind individuals, and who qualify for an exemption under any one of the following clauses of Section 5 of Chapter 59 of the General Laws:

Clauses 17, 17C, 17D, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B, 41C, 42, or 43.

The additional exemption shall be uniform for all exemptions but shall not exceed one hundred percent of a taxpayer's original exemption. No taxpayer may pay less tax than paid on the preceding year, except through the application of General Laws, Chapter 58, Section 8A or Chapter 59, Section 5, clause 18. The taxable valuation of the taxpayer's property shall not be less than ten percent of its fair cash value.

ARTICLE 29: AUTHORIZATION TO EXPEND STATE FUNDS FOR WAYS

To see if the Town will vote to authorize the Board of Selectmen to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town Ways and authorize the expenditure of \$699,275 provided or to be provided by the Commonwealth of Massachusetts through the Massachusetts Highway Department; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 30: AUTHORIZE INTERMUNICIPAL AGREEMENT - BOARD OF ASSESSORS

To see whether the Town will vote to authorize the Board of Assessors to enter into an intermunicipal agreement for the provision and support services for the Town's computerized assessment system, approve Intermunicipal Agreement regarding Assessors Computer System to be paid from the Assessor's Office expense obligation; or take any other action relative thereto.

INSERTED BY: Board of Assessors

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

Summary of MGL Chapter 40, Section 4A This law requires Town Meeting approval prior to entering into an intermunicipal (multi town) agreement. Approval of this Article will enable the Board of Assessors to provide continued support to the computer assisted mass appraisal system (CAMA) originally provided to the Town by the Department of Revenue (DOR). This intermunicipal agreement will provide for the updating of the CAMA software. Approximately 80 municipalities will participate in this agreement. The annual cost to the Town will be \$1,500.

ARTICLE 31: ACCEPT MGL CHAPTER 71 OF THE ACTS OF 1996 (VETERAN'S RETIREMENT INCENTIVE LEGISLATION)

To see if the Town will vote to accept MGL, Chapter 71 of the Acts of 1996; or take any other action relative thereto.

INSERTED BY: Needham Contributory Retirement Board

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

Summary of Chapter 71 of the Acts of 1996 - This law allows town employees who have completed ten or more years of creditable service and who are veterans to purchase up to four years of creditable service corresponding to their period of active service in the armed forces.

ARTICLE 32: TRANSFER OF UNDESIGNATED FUND BALANCE

To see if the Town will vote to transfer \$2,301,407 from the Undesignated Fund Balance Account (Free Cash) to meet, in part, appropriations made at this Town Meeting, and to authorize the Board of Assessors to use such sum as available funds to meet appropriations in their computation of the tax rate for the fiscal year 1998; or take any other action relative thereto.

INSERTED BY: Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Article be Adopted

CAPITAL IMPROVEMENT BUDGET ARTICLES

Articles 33 - 63 (excluding Articles 55 and 56) are the Capital Improvement Budget Articles as recommended by the Board of Selectmen in the FY 1998-2002 Capital Improvement Plan (CIP). An Executive Summary of the CIP can be found on pages 39 - 51.

ARTICLE 33: APPROPRIATE FOR MITCHELL SCHOOL ROOF

To see if the Town will vote to raise and appropriate the sum of \$185,000 to replace the Mitchell School roof, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$185,000 for a period of up to 20 years, under G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 34: APPROPRIATE FOR MITCHELL SCHOOL INTERCOM/CLOCK/BELL SYSTEM

To see if the Town will vote to raise and appropriate the sum of \$30,000 to purchase a Intercom/Clock /Bell System for the Mitchell School, to be spent under the direction of the Municipal Building Maintenance Board and raised from the

tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 35: APPROPRIATE FOR HIGH SCHOOL BOILER MECHANICAL SYSTEMS

To see if the Town will vote to raise and appropriate the sum of \$125,000 to replace the High School boiler mechanical systems, to be spent under the direction of the Municipal Building Maintenance Board, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$125,000 for a period of up to 20 years, under G.L., Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted, Funded from the Tax Levy

ARTICLE 36: APPROPRIATE FOR HILLSIDE AND MITCHELL SCHOOL GROUNDS

To see if the Town will vote to raise and appropriate the sum of \$62,000 to reconstruct certain portions of the Hillside School and Mitchell School grounds, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$62,000 for a period of up to 15 years, under G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted, Funded from the Tax Levy

ARTICLE 37: APPROPRIATE FOR COMPUTER UPGRADE

To see if the Town will vote to raise and appropriate the sum of \$60,000 to upgrade the Town's main computer, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$60,000 for a period of up to 10 years, under G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 38: APPROPRIATE FOR SCHOOL/TOWN DATA NETWORK

To see if the Town will vote to raise and appropriate the sum of \$62,000 to upgrade the Town's computer network, to be spent under the direction of the School Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$62,000 for a period of up to 10 years, under G. L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board os Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 39: APPROPRIATE FOR DPW EQUIPMENT REPLACEMENT

To see if the Town will vote to raise and appropriate the sum of \$545,000 for DPW equipment, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of

Selectmen, is authorized to borrow up to \$545,000 for a period of up to five years, under G.L. Chapter 44, Section 7 ; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 40: APPROPRIATE FOR DPW SIDEWALK TRACTOR

To see if the Town will vote to raise and appropriate the sum of \$60,000 to purchase a sidewalk tractor, to be spent under the direction of the Board of Selectmen, and that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$60,000 for a period of up to five years under G.L. Chapter 44 Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 41: APPROPRIATE FOR STORM DRAINAGE IMPROVEMENTS (FEMA)

To see if the Town will vote to raise and appropriate the sum of \$100,000 for storm drain and flood control improvements, including engineering services, plans and specifications in connection with the Walker-Gordon Pond, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with approval of the Board of Selectmen, is authorized to borrow up to \$100,000 for a period of up to 30 years under G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 42: APPROPRIATE FOR WASTEWATER SYSTEM REHABILITATION (EPA)

To see if the Town will vote to raise and appropriate the sum of \$217,000 to rehabilitate and construct certain portions of the wastewater system including design, to be spent under the direction of the Board of Selectmen and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$217,000 for a period of up to 30 years under G.L. Chapter 44, Section 7; and that the Treasurer with the approval of the Board of Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust or otherwise; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 43: APPROPRIATE FOR WATER SYSTEM IMPROVEMENTS (EPA)

To see if the Town will vote to raise and appropriate the sum of \$31,000 to rehabilitate and construct certain portions of the water system including design, to be spent under the direction of the Board of Selectmen, and raised from water receipts or transfer from the water enterprise fund; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 44: APPROPRIATE FOR STORM DRAIN SYSTEM REHABILITATION (EPA)

To see if the Town will vote to raise and appropriate the sum of \$42,000 to rehabilitate certain portions of the drain system,

to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Selectmen is authorized to borrow up to \$42,000 for a period of up to 30 years under G.L. Chapter 44, Section 8, and the Treasurer with the approval of the Board of Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust or otherwise; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 45: APPROPRIATE FOR STORM DRAIN SYSTEM ENGINEERING

To see if the Town will vote to raise and appropriate the sum of \$100,000 for engineering services for plans and specifications in connection with improvements to the storm drain system, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$100,000 for a period five years under G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Not Be Adopted

ARTICLE 46 APPROPRIATE FOR WASTEWATER SYSTEM REHABILITATION

To see if the Town will vote to raise and appropriate the sum of \$1,780,000 to rehabilitate and construct certain portions of the wastewater system, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$1,780,000 for a period of up to 30 years under G.L. Chapter 44, Section 7, and that the Treasurer with the approval of the Board of Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust or otherwise; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 47: APPROPRIATE FOR WASTEWATER SYSTEM REHABILITATION DESIGN

To see if the Town will vote to raise and appropriate the sum of \$150,000 to rehabilitate certain portions of the wastewater system including design, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to \$150,000 for a period of up to five years under G.L. Chapter 44, Section 7, and that the Treasurer, with the approval of the Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust or otherwise; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 48: APPROPRIATE FOR SEWER INSPECTION VEHICLE

To see if the Town will vote to raise and appropriate the sum of \$110,000 to purchase a sewer inspection truck for conducting internal investigations and preliminary engineering for the purpose of wastewater system rehabilitation, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$110,000 for a period of up to five years under G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 49: APPROPRIATE FOR MOBILE WASTEWATER BY-PASS PUMP

To see if the Town will vote to raise and appropriate the sum of \$32,500 to purchase a mobile wastewater bypass pump, to be spent under the direction of the Board of Selectmen, and raised from wastewater receipts or transfer from the wastewater enterprise fund; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 50: APPROPRIATE FOR LANDFILL ENGINEERING/CLOSURE DESIGN

To see if the Town will vote to raise and appropriate the sum of \$222,000 for engineering services to comply with the Massachusetts Department of Environmental Protection requirements to close the sanitary landfill, said sum to be spent under the direction of the Board of Selectmen, and raised from the Landfill Reserve Account; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 51: APPROPRIATE FOR LANDFILL REUSE ENGINEERING

To see if the Town will vote to raise and appropriate \$100,000 for engineering services for the reuse of the landfill and adjacent parcel, said sum to be spend under the direction of the Board of Selectmen and raised from the Landfill Reserve Account; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 52: APPROPRIATE FOR DPW MATERIAL SCREENER

To see if the Town will vote to raise and appropriate the sum of \$128,000 to purchase a Material Screener, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$128,000 for a period of up to 5 years, under G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 53: APPROPRIATE FOR TRANSFER TRAILER REPLACEMENT

To see if the Town will vote to raise and appropriate the sum of \$60,000 for the purchase of two solid waste transfer trailers, to be spent under the direction of the Board of Selectmen and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$60,000 for a period of up to 5 years, under G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 54: APPROPRIATE FOR LANDFILL CLOSURE

To see if the Town will vote to raise and appropriate the sum of \$5,900,000 for the closure and capping of the sanitary landfill, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with approval of the Board of Selectmen, is authorized to borrow up to \$5,900,000 for a period of up to 25 years under G.L. Chapter 44, Section 8; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 55: TRANSFER TOWN LAND TO CONSERVATION COMMISSION (GREENDALE AVENUE)

To see if the Town will transfer to the Conservation Commission that portion of the property between 906 and 926 Greendale Avenue, that is held by the Board of Selectmen for general municipal purposes and is shown as Lot C on the Assessors Map Number 15, containing 3.07 + or - acres.

Or take any other action relative thereto.

INSERTED BY: Citizen's Petition

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 56: TRANSFER TOWN LAND TO CONSERVATION COMMISSION (JAMES STREET)

To see if the Town will transfer to the Conservation Commission that portion of the property on James Avenue held by the Board of Selectmen for general municipal purposes, which is shown as a portion of Lot 1, containing 3.5 ± acres and Lot 3 containing 46,884 sq. ft., on Assessors Map Number 55.

Or take any other action relative thereto.

INSERTED BY: Citizen's Petition

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 57: AUTHORIZE THE SALE OF TOWN LAND - CHESTNUT STREET

To see if the Town will vote to authorize the Board of Selectmen to transfer to the Board of Selectmen, for the purpose of conveyance or sale, land located on Chestnut Street, that is a portion of a lot of land shown as Lot 58 on Assessors Map Numbered 47, that was acquired by purchase for municipal off street parking purposes by authority of the vote of the 1950 Annual Town Meeting under Article 68, and authorize the Board of Selectmen to convey the land upon such terms and conditions as it deems appropriate and proper; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 58: APPROPRIATE FOR LAND ACQUISITION

To see if the Town will vote to authorize the Board of Selectmen, on behalf of the town, to acquire by purchase for off street parking purposes all or part of a certain parcel of land, known as 25 Chestnut Road, consisting of approximately 5,156 sq. ft. of land and shown as Lot 61A on Assessors Map Numbered 47, raise and appropriate the sum of \$100,000 for said purpose and determine how said sum shall be raised; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 59 **APPROPRIATE FOR ROSEMARY POOL FACILITIES INVESTIGATION**

To see if the Town will vote to raise and appropriate the sum of \$30,000 for engineering services for the Rosemary Pool and Bathhouse, to be spent under the direction of the Park and Recreation Commission and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Be Adopted

ARTICLE 60: **APPROPRIATE FOR PARK & RECREATION PLAYGROUND RECONSTRUCTION**

To see if the Town will vote to raise and appropriate the sum of \$19,000 to repair fields at Cricket Field, Riverside Field, Avery Field and Dwight Field, to be spent under the direction of the Park and Recreation Commission and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 61: **APPROPRIATE FOR COMPREHENSIVE FACILITY STUDY**

To see if the Town will vote to raise and appropriate the sum of \$50,000 for a comprehensive facility study of all Town buildings, to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 62: **APPROPRIATE FOR POLICE RADIO EQUIPMENT**

To see if the Town will vote to raise and appropriate the sum of \$100,000 for replacement of Police Radio Equipment, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$100,000 for a period of up to 5 years, under G.L. Chapter 44, Section 7; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Article Not Be Adopted

ARTICLE 63: **APPROPRIATE FOR FIRE ALARM CABLE RUN**

To see if the Town will vote to raise and appropriate the sum of \$28,000 for replacement of Fire Department Alarm Cabling, to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 64: **APPROPRIATE FOR COMMUNITY SEPTIC MANAGEMENT PROGRAM**

To see if the Town will vote to raise and appropriate \$200,000 for the purpose of financing the following water pollution abatement facility projects: repair, replacement and/or upgrade of septic systems, pursuant to agreements with the Board of Health and residential property owners, including without limitation all costs thereof as defined in G.L. Chapter 29C,

Section 1, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow all or a portion of the amount from the Water Pollution Abatement Trust or otherwise; or take any other action relative thereto.

INSERTED BY: Board of Health

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 65: APPROPRIATE FOR NEW DEBT SERVICE

To see if the Town will vote to raise and appropriate the sum of \$10,000 from the tax levy for the payment of interest on debt in fiscal year 1998 for capital projects approved at the 1997 Annual Town Meeting; or take any other action relative thereto.

INSERTED BY: Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Final Recommendation Pending Town Meeting Votes on
Capital Articles

GENERAL BY-LAW ARTICLES

ARTICLE 66: AMEND GENERAL BY-LAW SECTION 2.7 (PERMANENT PUBLIC BUILDING COMMITTEE)

To see if the Town will vote to amend its General By-laws by deleting the last paragraph of Section 2.7.2.2 in its entirety and replacing it with the following:

“Terms expire on December 31, of each year. A member may hold his or her seat after his or her term expires until a successor is qualified. If a member vacates his or her seat before the expiration of his or her term, the Appointing Authority shall appoint a replacement to complete the unexpired term.”

or take any other action relative thereto.

INSERTED BY: Permanent Public Building Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 67: AMEND GENERAL BY-LAW SECTION 2.1.5 (VACANCIES IN CERTAIN APPOINTIVE OFFICES)

To see if the Town will vote to amend its General By-Laws by inserting after Section 2.1.4 the following new section:

“SECTION 2.1.5. VACANCIES IN CERTAIN APPOINTIVE OFFICES.

2.1.5.1 Definitions

For the purposes of this Section 2.1.5 the following words shall have the following meanings:

a) appointive committee: A committee, commission or board of the town composed of members appointed by one or more appointing authorities and created by:

- 1) town by-law
- 2) vote of Town Meeting
- 3) vote of a committee, commission or board of the town, or
- 4) interdepartmental agreement

2.1.5.2. The appointing authority may remove and replace, prior to the end of his or her term, any person it has appointed to an appointive committee for excessive absences from committee meetings or because of medical incapacity, but only upon the written request of a majority of the remaining members of the appointive committee.

2.1.5.3 The appointing authority may remove and replace, prior to the end of his or her term, any person it has appointed to an appointive committee because of the requirements of the Conflict of Interest Laws, G.L. Chapter 268A.

2.1.5.4 Before removing and replacing its appointee under Section 2.1.5 of these By-Laws, the appointing authority shall notify in writing the appointee of the appointing authority's intent to remove him or her and its reasons therefor. Upon the written request of the appointee, the appointing authority shall hold a hearing under the provisions of the Open Meeting Law, G.L. Chapter 39, Section 23B prior to taking final action on the removal."

or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 68: AMEND GENERAL BY-LAW SECTION 2.10 (YOUTH COMMISSION)

To see if the Town will vote to amend its General By-Laws by deleting 2.10.1 in its entirety and replacing it with the following:

"2.10.1 There is hereby established a Youth Commission consisting of eight members. A simple majority of the members shall constitute a quorum for the transaction of any business of the Commission. The appointing authorities for said Commission shall be as follows: one by the Board of Selectmen, one by the Park and Recreation Commission, one by the Finance Committee, one by the Moderator, one by the Chief of Police, and one by the School Committee. Additionally, two student members to be appointed to the Commission by Superintendent of Schools as follows: In the first year a member of the Needham High School Junior Class shall be appointed for a two year term, and a member of the Senior Class for a one year term. Thereafter, one member of the Junior Class will be appointed for a two year term each year.

On or before the first day of June in each year, the appointing authorities shall appoint to the Commission sufficient members to fill expiring terms, each member so appointed to serve until the first day of June of the third year thereafter, with student members appointed to serve until the first day of June of the second year thereafter."

Or take any other action relative thereto.

INSERTED BY: Youth Commission

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

TOWN MEETING COMMITTEES

ARTICLE 69: RESOLUTION ON SCHOOL FINANCE

To see if the Town will vote to adopt the following resolution:

RESOLVED: That it is the sense of the Town that the current method of funding public education in the Commonwealth of Massachusetts is fundamentally inconsistent with the goal of equal access to adequate education by all children; furthermore, that the predominant use of local property taxation to fund public education in the Commonwealth of Massachusetts is constrained by certain provisions of Proposition 2 ½, and does not correspond with the ability of local citizens to pay for the cost of this essential municipal service.

IT IS FURTHER RESOLVED: That the following facts pertaining to the provision and funding of public education in the Commonwealth of Massachusetts should guide the development of future policy and legislation in this area:

- The costs of state-mandated programs for both regular and special education provided by local school systems in the Commonwealth of Massachusetts substantially exceed the state financial aid provided to pay for such programs.
- State mandated programs in local school systems have severely limited local discretion over school spending;
- The present formulas used to allocate state aid to cities and towns in support of local public schools do not adequately equalize educational opportunities for all of the state's school children;
- The provision and funding of public school education in the Commonwealth of Massachusetts is a matter of statewide public and fiscal policy.

In consequence of the above, and recognizing that any changes to statewide educational or fiscal policy must, of necessity, require state legislative action, we therefore recommend the following:

1. That the Board of Selectmen and School Committee undertake to build a broad statewide coalition of local officials who share the policy goals of shifting school funding away from property taxation to alternative forms of taxation, and of achieving full funding of state educational mandates from state general revenues; and to work closely with all relevant state associations, citizens' groups and other organizations to establish this coalition in 1997.
2. That the Board of Selectmen, School committee, and elected state legislators from the Town of Needham call upon the Governor and other state officials to make their appointments to the Special Commission on Alternatives to Local Property Taxes as the Primary Source of Public Education Funding, as required by the Acts of 1996, c.151, s680.

Or take any other action relative thereto.

INSERTED BY: Special Committee of School Finance

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 70: CONTINUE COMMITTEE TO STUDY TOWN'S ASSESSING FUNCTION

To see if the Town will vote to continue the Committee studying the Town's assessing function established by vote of the February 5, 1996 Special Town Meeting under Article 4; direct and authorize said Committee to continue to investigate the Town's assessing functions; said study committee shall report back to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Committee to Study Town's Assessing Function

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 71: CREATE A NEEDHAM GOVERNMENTAL REVIEW STUDY COMMITTEE

That a Needham Governmental Review Study Committee shall be formed. Charge: To study the structure and management of Town government, for the purpose of determining whether changes should be recommended to a subsequent Town Meeting — keeping in mind that the economic and social well-being of Needham depend upon an efficient and economical operational structure staffed by competent people, with clearly defined lines of authority and function.

The Study Committee shall consist of nine Needham citizens, appointed as follow:

- * three members appointed by the Moderator, one of whom shall have expertise in municipal finance, and two of whom shall possess managerial experience in the private sector;
- * three members appointed by the Board of Selectmen, one of whom shall be a present or former member of the of the Board of Selectmen, and two of whom shall be members of organized civic associations;

- * one member appointed by the Personnel Board who shall be a present or former member of the Board;
- * one member appointed by the School Committee who shall be a present or former member of said committee;
- * one member appointed by the Finance Committee who shall be a present or former member of said committee.

Or take any other action relative thereto.

INSERTED BY: Citizen's Petition

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 72: CONTINUE COMMUNITY CENTER STUDY COMMITTEE

To see if the Town will continue the Community Center Study Committee established by vote of the 1994 Annual Town Meeting under Article 59, to direct and authorize said Committee to study the options for providing a community facility that may meet the current and future needs for youth, recreation, cultural and senior programs; said Committee shall report back to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Community Center Study Committee

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 73: CONTINUE SCHOOL SAFETY STUDY COMMITTEE

To see if the Town will vote to continue the School Safety Study Committee, established by vote of the 1991 Special Town Meeting under Article 10; direct and authorize said Committee to continue the study and evaluation of safe walking routes for Needham School children, to develop and recommend minimum and uniform safety criteria regarding school walking routes, to address the issue of age appropriate walking routes and distances and to generally examine the issue of safe student access to and from their schools, said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: School Safety Study Committee

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 74: CONTINUE SOLID WASTE DISPOSAL/RECYCLING ADVISORY COMMITTEE

To see if the Town will vote to continue the Solid Waste Disposal/Recycling Advisory Committee, established by vote of the 1966 Annual Town Meeting under Article 73 and amended under Article 40 of the 1993 Annual Town Meeting, direct and authorize said Committee to continue to investigate all methods of collection and disposal of solid waste, said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Solid Waste Disposal/Recycling Advisory Committee

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 75: CONTINUE THE NEEDHAM CEMETERY STUDY COMMITTEE

To see if the Town will vote to continue the Committee studying the Needham Cemetery established by vote of the 1995 Annual Town Meeting under Article 65, direct and authorize said Committee to study the feasibility of the Town of Needham acquiring the ownership and management of the Needham Cemetery, said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

INSERTED BY: Needham Cemetery Study Committee

FINANCE COMMITTEE RECOMMENDS THAT: No Position Taken

ARTICLE 76: OMNIBUS ARTICLE

To see if the Town will vote to raise by taxation, transfer from available funds, by borrowing or otherwise, such sums as may be necessary for all or any of the purposes mentioned in the foregoing articles, especially to act upon all appropriations asked for, or proposed by the Selectmen, or any Town Officer or Committee, to appoint such committees as may be decided upon, and to take action upon matters which may properly come before the meeting; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least 7 days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this 25th day of February, 1997

Paul Theodore Owens, Chairman
John D. Marr, Jr., Vice Chairman
Daniel P. Matthews
John H. Cogswell
William M. Powers

Selectmen of Needham

a true copy
Attest:
Constable

FY1998-2002 CAPITAL IMPROVEMENT PLAN

Dear Town Meeting Members:

We are pleased to submit an Executive Summary of the proposed FY1998-2002 Capital Improvement Plan (CIP). The CIP has been developed as required under the Town's General By-Law, Article II Section 2.3.

This CIP is the proposed schedule for the expenditure of funds to build, replace, and maintain the public facilities used by the citizens of Needham. The Capital Budget, the first year of the CIP, is proposed for funding in Articles 33 through 63 of the 1997 Annual Town Meeting Warrant. Each Article is described in Section I, II, III, or IV of the following Executive Summary of the CIP. Information regarding deferred and future Capital projects is found in Section V of the Executive Summary. While we have proposed a funding plan for each project, there are a number of other funding alternatives available and the Selectmen are ready to discuss these.

Capital Budget Articles are distinct from the Town's Operating Budget. The Operating Budget authorizes the expenditure, on a one-year basis, of funds for salaries, fringe benefits, the purchase of services, supplies and equipment. It also includes the principal and interest on bonds issued to support previously approved capital projects. Since effective management of Town services depends on the timely combination of manpower, supplies and facilities, the Town's Capital Improvement Plan should be given the same attention and scrutiny that is given to the Operating Budget.

The FY1998-2002 Capital Improvement Plan represents our analysis of the Town's capital requirements at this time. Obviously, the difficult choice will be the funding of these capital projects. While many future capital needs have been identified for the FY1998-2002 period, it is ultimately up to Town Meeting, with the recommendation of the Finance Committee, to evaluate all projects and the funding options. We believe it is useful, however, to bring to Town Meeting's attention our recommendations for maintaining the Town's capital assets.

In your review of the Capital Plan, please keep in mind that the capital planning process is an ongoing, highly dynamic one in which future priorities may change as the needs of the Town and its financial condition changes.

THE BOARD OF SELECTMEN

EXECUTIVE SUMMARY

INTRODUCTION

Pursuant to the Town's General By-Law, Article II, Section 2.3, the Board of Selectmen is recommending its FY1998-FY2002 Capital Improvement Plan (CIP). The Plan is based on requests submitted to the Board of Selectmen by Town departments and the School Committee. It includes the proposed FY1998 Capital Budget which is recommended to the Finance Committee, and ultimately Town Meeting, for its consideration. The projects presented for FY1999-FY2002 reflect an assessment by Town Departments of future capital needs and are primarily shown for planning purposes. The Selectmen have not made a recommendation on these future projects at this time. In considering the long range of capital needs facing the Town, the following served as a guide:

Existing Capital Improvement Policies: In May, 1991, the Board of Selectmen adopted Capital Improvement Policies that guide them when assessing the capital needs of the Town. These policies are described in detail in Section VIII of the FY1998-FY2002 CIP and include a definition of capital as items requiring the expenditure of at least \$25,000 and having a useful life of more than five years.

Existing Debt Management policies: In May, 1991, the Board of Selectmen adopted Debt Management Policies that guide them in translating capital expenditures into annual operating costs (i.e., debt service). These policies include:

- Tax supported debt service will not exceed 2 percent of gross annual general fund revenue. (Note: Debt service proposed for FY98 will exceed this 2 percent guideline. It is proposed that this guideline be reviewed in light of current credit rating standards that recognize annual debt service of 10 percent of gross general fund revenue as no threat to the credit worthiness of a municipality.);
- Debt service associated with capital that supports enterprise type services will be financed with dedicated revenue sources (e.g., charges for services);
- Total debt service (tax supported and rate supported) will not exceed 10 of gross annual revenues of the general and enterprise funds;
- Bonds will be paid back within a period not to exceed the expected useful life of the asset being acquired.

Other Evaluation Criteria: Recommended capital project requests generally meet one or more of the following criteria:

- The project is required to comply with State and/or Federal handicapped accessibility standards, or other legal requirements;
- The project is necessary to protect the health and safety of residents or Town employees;
- The project is necessary to maintain an existing capital facility, or operation of equipment used in providing town services.

Section I: FY1998 Recommended Projects - Funding from Bonding/General Fund Revenues

Article 33 - Mitchell School Roof Replacement (\$185,000): The roof of the original structure, constructed in 1950, is comprised of a pitched slate roof and three flat areas covered in tar and gravel. The slate roof suffers from "nail failure", i.e., the nails that hold the slates to the roof are corroded causing slates to slide off the roof. This roof needs to be replaced to protect students and staff from the danger of falling slates. Both the slate and tar and gravel roofs need to be replaced to protect the integrity of the building. Leaks from the pitched and flat roofs in recent years have damaged ceilings, wooden floors and plaster walls. Asphalt shingles are recommended to replace the existing slate.

This project will also involve the replacement of damaged gutters and down spouts, as well as the reconstruction of the chimney from the roof line up. \$15,000 was appropriated at the February, 1997 Special Town Meeting to fund the cost of design of the roof replacement.

Article 35 - High School Boiler Mechanical Systems (\$125,000): This project is part of a proposed four year plan to address the needs of mechanical systems in the schools. The feed system for the High School boiler had been scheduled for replacement as part of the larger High School renovation project undertaken in 1987. However, due to the discovery of asbestos at the time and its attendant cost of removal, the feed system replacement was postponed. As a consequence, the condition of the feed system has declined to the point where overall heating system effectiveness is seriously impaired. The poor condition of the feed system is evidenced by a leaking feed tank, corroded piping and the absence of vacuum pumps which were removed in 1987. In addition to the replacement of the boiler feed system, this project would entail the cross connecting of the oil piping between the oil tanks and the oil burners. This will greatly increase efficiency by allowing burners to be fired using light oil, preventing the filling of tanks with the wrong type of fuel, and enabling each tank to feed any burner.

Article 36 - Hillside/Mitchell School Grounds (\$62,000): FY98 will be year three of a five year plan to transfer maintenance of school athletic fields and playgrounds to the DPW Parks Division. Part of this plan was an agreement to make capital improvements to the fields prior to their transfer. In FY96, capital improvements were made to the Newman School Grounds. In FY97, capital improvements were made to the Pollard Middle School/Greenes' Field Grounds. Authorization of \$62,000 for is needed to bring the Hillside/Mitchell School Grounds fields up to acceptable standards prior to transferring their maintenance to the DPW. The amount requested includes \$5,000 for the purchase of a striping machine to be used to lay down lines on all town fields.

Article 37 - Computer Upgrade (IBM AS400) (\$60,000): The Town's IBM AS400 computer located in the basement of Town Hall, is the platform for the Town's primary financial management applications: general accounting, tax administration billing and utility. It was purchased in FY93. The machine has reached its main memory capacity and cannot be expanded. With the limit on memory capacity and the increase in demands on the system (increased number of users, connection of PC's to the system, increasing size of data bases, and proposals to acquire additional financial management applications), the current signs of system slowdown will quickly reach unacceptable levels. Effective financial management and responsiveness to demands for financial information are directly related to system performance. Consequently, the system needs to be upgraded to a model which can accommodate increasing system demands.

Article 38 - School/Town Data Network (\$62,000): The Institutional Loop that was installed by Continental Cable as part of its cable franchise agreement with the town is a coaxial cable that serves as the "backbone" for the School's wide area computer network that connects all of the school buildings and Town Hall. The current data hardware that connects each building to the I-Loop is almost ten years old and cannot respond to signal fluctuations on the I-Loop. This affects system reliability. This proposed upgrade of existing hardware which will greatly reduce system downtime.

Article 39 - DPW Equipment Replacement (\$545,000): The total amount of DPW equipment recommended for replacement - to be funded from all sources - equals \$604,400. The \$545,000 in Article 39 represents that portion of recommended equipment replacement to be financed with general obligation debt. Debt service is proposed to be funded through a combination of general fund and enterprise fund (water and sewer) revenues. The equipment recommended in this Article is part of the on-going equipment replacement program in the DPW and includes 4 dump trucks, 1 utility truck, 1 backhoe/loader, 2 sedan/wagons, 1 full size sedan, 1 diesel pickup, 1 mower, and 1 sidewalk tractor. An additional \$59,800 in water/sewer equipment replacement is recommended to be funded as capital outlay in Articles 22 and 23 of the Annual Town Meeting Warrant. This amount represents 1 diesel pickup truck and 1 full sized sedan.

Article 40 - Sidewalk Tractor (\$60,000): The Town's sidewalk plowing equipment does not allow the DPW to meet either the School Department's or parents expectations in regards to clearing snow from the Town's 52 miles of

designated school walking routes. The existing snow removal equipment is "hybrid" in that it serves as lawn cutting equipment and snow removal equipment. This request is to purchase a track-type sidewalk snow plow dedicated only for sidewalk snow removal, and is intended to supplement the existing fleet of sidewalk tractors which currently includes only one track-type sidewalk plow purchased in 1996.

Article 41 - Storm Drain Improvement (FEMA) (\$100,000): Notwithstanding the fact that it is recommended that a storm drain master plan be developed before new storm drain projects are undertaken (see Article 45), there is an improvement project that should be considered before the plan is completed. The Town is in the process of applying for a 75 percent federal grant from the Federal Emergency Management Agency to assist with the financing of this project (the total project cost is estimated at \$400,000). It is recommended that if this aid is granted, the Town appropriate its 25 percent share. The project is the improvement to the storm drain system in the area of Walker Gordon Pond. In the last three years, there have been three serious incidents of flooding in this neighborhood; the most recent occurring this past October. The solution to this recurring problem is to reconstruct the storm drain system in this neighborhood.

Article 45 - Storm Drain System Engineering (\$100,000): Article 45 recommends funding of storm drain system engineering with the goal of developing a master plan that will yield a comprehensive assessment of the Town's storm water drainage system including an inventory and location plan of all underground pipes and watercourses into which they feed. The plan will provide the basis to assess the need for storm drainage improvements and will facilitate project design in the most efficient and cost effective manner.

Articles 57/58 - Land Sale and Acquisition - Off-Street Parking (\$100,000): The lack of off-street parking in downtown Needham has been identified by the Economic Development Advisory Committee, the Needham Business Association and the Needham Planning Board as an obstacle to improving the economic health and stability of the downtown area. While Article 58 is the only article for which an appropriation is sought, these articles are combined for the purpose of presentation in this Executive Summary because they are part of an overall proposal to develop more parking for the downtown area that was first introduced at the February, 1997 Special Town Meeting.

Article 62 - Police Radio Equipment (\$100,000): The police radio system infrastructure - consisting of antennae, repeaters, receivers, transmitters, and a comparator - is nineteen years old. While no serious equipment problems have been encountered yet, given the equipment's 18 year life cycle, problems are anticipated at any time. Given the critical role this equipment plays in facilitating communication within the Needham Police Department and among area police departments, the prudent step to take is to replace this equipment now before it seriously impairs the ability of the Department to respond.

Section II: FY98 Recommended Projects - Funding from Bonding/Dedicated Revenue Sources

Articles 42 and 44 - Wastewater/Storm Drain Rehabilitation and Improvements (\$217,000/\$42,000): The Town has entered into a consent decree with the Environmental Protection Agency requiring it to identify sources of coliform bacteria contamination at storm drain outflows into the Charles River. A storm water investigation recently completed pursuant to the decree identified a source of contamination from a sagging sewer main on Webster Street. The sag causing effluent to discharge from the main. In turn this effluent is infiltrating a storm drain located below the main. Under the consent decree, the Town is required to repair the sewer main and storm drain by December 31, 1997. It is estimated that the cost of these repairs will be \$217,000 and \$42,000 respectively and they be funded through the issuance of debt with debt service to be financed with sewer receipts. In addition, there is a water main in the proximity of the sag that will need attention as part of this repair. Funding for its repair (\$31,000) is requested in Article 43. The proposed source of funding is water receipts.

Article 46 - Wastewater System Rehabilitation (\$1,780,000): The amount recommended here is to fund sewer system rehabilitation (phase III construction) of the High Rock St./Oak St./Marked Tree Rd. (Area 19-1). Funding for the design of this project was authorized at the Special Town Meeting held in October, 1996. The DPW has been notified that it is eligible to receive a State Revolving Fund (SRF) loan from Water Pollution Abatement Trust (WPAT) which carries with it an effective interest rate of zero percent.

Article 47 - Wastewater System Rehabilitation Design (\$150,000): Sewer system rehabilitation occurs in three phases: preliminary engineering, design, and construction. The preliminary engineering (phase I) consists primarily of the closed circuit television (CCTV) inspection of all sewer mains within an area to verify the nature of the flow within the system, and to identify the system's defects such as leaking joints or cracked and broken pipe. The results of the TV inspection are utilized to formulate the rehabilitation design (phase II) which leads to the preparation of plans and specifications for the rehabilitation construction (phase III).

The \$150,000 recommended here is for design (phase II) of the next section of town scheduled for work: Area 20 (Webster St./Bradford St./Manning St./Brookline St./Lindberg Ave.). [Note that this amount does not include a request for funding of CCTV work, as it is recommended that the Town purchase a CCTV inspection truck for \$110,000 (see Section II) which will avoid a \$50,000 cost for contracted CCTV preliminary engineering of Area 20, as well as any future contracted CCTV work.]

With design work on Area 20 projected to be completed in the Spring of 1998, it is anticipated that an appropriation for construction will be sought at the 1998 annual town meeting.

Article 48 - Sewer Inspection Vehicle (\$110,000): As described above, sewer system rehabilitation occurs in three phases: preliminary engineering, design, and construction. The preliminary engineering consists primarily of closed circuit television (CCTV) inspection of all sewer mains within an area to verify the nature of the flow within the system, and to identify the system's defects such as leaking joints or cracked and broken pipe. The results of the TV inspection are utilized to formulate the rehabilitation design which leads to the preparation of plans and specifications for the rehabilitation construction. To date, CCTV inspection work has been performed by outside contractors. Given that inspection work is done annually at an average annual cost of \$50,000, it is recommended that a sewer inspection vehicle equipped to do CCTV work be purchased. It is projected that this purchase will yield a payback on investment of less than 3 years.

Article 52 - DPW Material Screener (\$128,000): A part of the Town's solid waste operation involves sifting composted material and street renderings at the landfill to separate it into re-usable products (e.g., fill for Town highway reconstruction projects and compost for residential use). Currently, the Town rents a "material screener" at a cost of \$15,000 per year to process the compost. Given the estimated cost and useful life (10 years) of a screener, it is recommended that the Town purchase rather than lease this equipment. In addition, it should be noted that with the closure of the landfill, the Town will no longer have a site to dispose of its own waste material generated primarily by the DPW (e.g., roadway excavation, pavements, street sweeping materials, etc.). The screener will assist in separating out usable products from this waste, precluding the need for the Town to have this material transferred off site, or spending additional amounts to rent a screener on a more regular basis.

Article 53 - Transfer Trailer Replacement (\$60,000): Transfer trailers which are used to haul solid waste from the Town's transfer station to Millbury are replaced every three to four years. This request is to replace a "push out" trailer that is 3 years old and add an additional trailer to support the transfer station operation. The cost of the trailer will result in a \$1.00 increase in landfill sticker fees. The gross cost of the trailer is \$74,000. A balance of \$14,000 of unexpended bond proceeds from a prior authorization is available to be applied against this cost yielding the net cost of \$60,000 shown above.

Article 64 - Community Septic Management Program (\$200,000): This Article, proposed by the Board of Health, seeks approval of Town Meeting to borrow up to \$200,000 from the Commonwealth's Water Pollution Abatement Trust Fund, and to make these funds available to Needham homeowners - whose septic systems constitute a threat to health and safety - for the repair, replacement or upgrade of their systems. The funds borrowed from the Commonwealth will be loaned to homeowners. Homeowner's loan repayments will be used by the Town to repay the Commonwealth for its loan.

Section III: FY97 Recommended Projects - Funding from Available Revenues and Reserves

Article 34 - Mitchell School Intercom/Clock/Bell System Replacement (\$30,000): The intercom/clock and bell system at the Mitchell School is original equipment dating back to 1950. The main console is a non-electronic, non-digital, antiquated mechanical system. The main console and master clock need frequent repair. Breakdowns put all classroom clocks and all the school bells out of service, sometimes for several days. The handsets for the classroom intercoms are relics that cannot be relied on for classroom emergencies due to loose wires and old fashioned contacts at the consoles.

Article 43 - Water System Improvements (\$31,000): see discussion in Section II on Articles 42 and 44.

Article 49 - Mobile Wastewater By-Pass Pump (\$32,500): When the Reservoir Street pumping station failed in July, 1995, repair of the station could only be undertaken by routing the wastewater around station by means of a mobile pump. The Town did not own the 6 inch pump necessary to effect the bypass. With some difficulty and delay, the DPW was able to locate a 6 inch pump from a contractor working in Needham at the time of the incident.

Despite the fact that the pump proposed here may not be used routinely, its acquisition is recommended to facilitate and accelerate the response of the DPW to a catastrophic event (e.g., the failure of a pump station) in order to protect the public health and safety. These pumps can also be utilized to reduce flooding in other parts of the waste collection system if required, such as during the recent rains in October and November, 1996. It is recommended that this equipment be funded through retained earnings of the Sewer Enterprise Fund.

Article 50 - Landfill Closure Design (\$222,000): To date, \$170,000 has been appropriated for landfill closure design services. Additional funds are needed to finish design work and meet additional requirements of the Department of Environmental Protection. It is recommended that the source of funding for the amount requested here be the Landfill Reserve Account.

Article 51 - Landfill Reuse Engineering (\$100,000): The closing of the landfill brings the Town an opportunity for reuse of the 43 acre landfill site and an additional 12 acres adjacent to the landfill. A subcommittee of the Board of Selectmen has been created to conduct a study of the potential uses of these properties. The funds requested here would permit the hiring of engineering services to assist in the study. Funding would also be used to assist in the preparation of requests for proposals, should the Board determine that the sale or lease of this land would be advantageous to the Town. It is recommended that the source of funding for the amount requested here be the Landfill Reserve Account.

Article 59 - Rosemary Pool Facilities Investigation (\$30,000): Rosemary Pool was built on the assumption that it would only be needed for 10 years. It is now in its 25th year of use. Given the pool's age and the role it plays in the Town's recreation program, it is important to get a definitive assessment of the life expectancy of the pool, its mechanical systems and the bathhouse. This study will be critical in planning for capital improvement and/or ultimate replacement of the facility.

Article 60 - Park and Recreation Playground Reconstruction (\$19,000): This funding is recommended to continue to address repair and maintenance needs identified by the Parks and Recreation Commission with previous assistance from the Buildings and Grounds Study Committee. \$21,000 was appropriated for these purposes in FY96 including funds spent last summer to replace the boundary fencing at the Walker Gordon Field and DeFazio Park, and funds to be spent this Spring for the repair and repainting of the Cricket Building, and the replacement of the backstop at Walker Gordon. No funds have been appropriated for repairs in FY97. The \$19,000 recommended here for FY97 will finance rehabilitation of the Cricket (softball), Riverside, Avery and Dwight fields.

Article 61 - Comprehensive Facility Study (\$50,000): A number of capital requests have been submitted by various departments which seek financing of studies to perform service needs assessments and the attendant impact of these needs on town facilities (i.e., buildings). These requests include ones from the School Committee (school space study), the Community Center Study Committee, the Department of Public Works (assessment of the adequacy of the DPW

Building) and the Selectmen's Office (assessment of the adequacy of Town Hall). This request for funds reflects a recommendation that these individual requests be combined into one study which will yield a comprehensive assessment of the ever increasing demands for space being imposed on the town government.

Article 63 - Fire Alarm Cable Run (\$28,000): This project is to replace current cable from the main Fire Station to Fire Station 2. The current cable is over 19 years old and no longer capable of handling regular and computer communications between the two stations. This work has been deferred since 1995.

Section IV: FY98 Recommended Projects: Funding through Proposition 2 ½ Debt Exclusion

Article 54 - Landfill Closure (\$5,900,000): As a result of Federal and State laws regarding unlined landfills, the Town will stop accepting waste at the Landfill on December 31, 1997. Closing costs could rise above \$5.9 million if the Massachusetts Department of Environmental Protection (DEP) determines that the Landfill poses a threat to wetlands in the area, or it imposes other conditions on the manner in which the landfill is capped. Funding a \$5,900,000 landfill closing through a Debt Exclusion to Proposition 2 ½ will add approximately \$60 to the average residential tax bill.

As landfill closure design progresses, revised estimates for the closing and capping of the landfill will be made. It is anticipated that a revised estimate will be available in March, 1997. A bond authorization is being requested at this time in order to comply with the DEP Consent Agreement which requires that funding of the landfill closing be secured by November, 1997. In addition, it is the intent of the Board of Selectmen to request funding of this project through a Proposition 2 ½ debt exclusion. This question would be placed on the April, 1998, Town Election ballot. If the debt exclusion question is not successful, the Board of Selectmen will consider funding the closure of the landfill through an increase in the RTS sticker fee. It is estimated that this would result in an increase in the fee by \$75-90.

Section V: Deferred and Future Projects

The following projects are being deferred, but should be considered as priority projects in future years.

FY98 Deferred

- Roof Replacement - Library (\$25,000)
- Exterior Painting - High School (150,000)
- High School Gym Renovation (80,000)
- High School Auditorium Renovation (75,000)
- Window Replacement - Emory Grover (90,000)
- Fire Alarm Replacement - Emory Grover (33,500)
- School Parking Lot Repairs (100,000)
- Upgrade School Data Network/Connect Town Offices to Network (50,000)
- High Rock ADA (250,000)
- Replacement of C-1 [Fire Chief's Car] (28,000)
- Fire: Jaws of Life (28,000)
- Municipal Parking Lot Improvements (90,000)
- DeFazio Access Road (325,000)
- Geographic Information Systems (360,500)
- DPW Building ADA Renovations (1,500,000)
- Parish Road Construction (480,000)
- Sidewalk Repair and Resurfacing (25,000)
- Traffic Signal Equipment and Replacement (40,000)
- Storm Drain Improvements (30,000)
- EPA Storm water Discharge Permit (undetermined)
- EPA Storm water Discharge Improvements (undetermined)

Sewer System Rehabilitation: Engineering/Design (100,000)
 Water System Rehabilitation (500,000)
 Memorial Park Viewing Stands (96,200)
 DPW Equipment Replacement (622,477)
 Repairs to Fields, Fences and Buildings (6,000)
 Library Interior Space Renovation (undetermined)
 Assessors: Computer System Upgrade (32,000)
 Town Hall Needs Assessment (50,000)
 Community Center Study Facility (40,000)

Subtotal: \$4,996,677

The following projects have been proposed for future year funding. They are shown here for planning purposes only as the Board of Selectmen has made no recommendation for funding at this time.

FY99 Proposed

Roof Replacement - Emory Grover (\$95,000)
 Mechanical Systems Repair - High School (110,000)
 Furnishings Replacement - Pollard/Broadmeadow (140,000)
 High School Auditorium Renovation (60,000)
 Window Replacement - High Rock (100,000)
 Fire Alarm Replacement - High Rock (51,000)
 School Parking Lot Repairs (50,000)
 Pollard Bridge Reconstruction (45,000)
 Pollard ADA (50,000)
 Modular Classrooms (200,000)
 Replacement of Fire Engine 6 (280,000)
 Replacement of Fire Engine 5 (300,000)
 Municipal Parking Lot Improvements (36,000)
 Geographic Information Systems (108,600)
 Bird Street Construction (415,000)
 Sidewalk Repair and Resurfacing (25,000)
 Traffic Signal Equipment and Replacement (40,000)
 Purchase of Sidewalk Tractor (60,000)
 Renovation Broadmeadow/High Rock School Grounds (121,000)
 Storm Drain Improvements (30,000)
 Sewer System Rehabilitation: Engineering/Design (250,000)
 Mobile Wastewater Bypass Pump (32,500)
 West Street Sewer Pumping Station Construction (2,200,000)
 Kendrick Street Sewer Pumping Station: Gen./Pump/Motor Replacement (60,000)
 Water System Rehabilitation (500,000)
 Water Meter Replacement Program (500,000-833,000)
 DPW Equipment Replacement (382,479)
 Repairs to Fields, Fences and Buildings (31,000)
 Rosemary Pool Maintenance Projects (15,000)
 Phone System Replacement (100,000)
 Community Center Facility (260,000)
 Eliot School Renovation Design (450,000)
 Resurface Memorial Park Parking Lot (26,000)

Subtotal \$6,733,579

FY2000 Proposed

Mechanical Systems Repair - Mitchell School (\$30,000)
Exterior Painting - Mitchell School (60,000)
Window Replacement - Hillside School (250,000)
School Parking Lot Repairs (50,000)
Modular Classrooms (200,000)
Painting of Fire Stations (25,000)
Replacement of Fire Rescue 2 (135,000)
Replacement of Fire C-2 (38,000)
Geographic Information Systems (112,000)
Vehicle Equipment Wash System (undetermined)
Subdivision Road - Canterbury Lane/Elder, Gary and Lee Roads (550,000)
Sidewalk Repair and Resurfacing (25,000)
Traffic Signal Equipment and Replacement (40,000)
Purchase of Sidewalk Tractor (60,000)
Renovation Eliot/High School Grounds (75,000)
Storm Drain Improvements (30,000)
Water System Rehabilitation (500,000)
Water Meter Replacement Program (500,000-833,000)
DPW Equipment Replacement (553,654)
Rosemary Pool Complex Improvements (100,000)
Rosemary Pool Maintenance Projects (15,000)
Community Center Facility (4,700,000)
Eliot School Renovation (6,430,000)

Subtotal: \$13,428,654

FY2001 Proposed

Mechanical Systems Repair - Emory Grover (\$200,000)
Exterior Painting - Broadmeadow School (60,000)
Women's Locker Room Renovation - High School (70,000)
School Parking Lot Repairs (200,000)
Replacement of C-1 [Fire Chief's Car] (30,000)
Replacement of Fire Engine Ladder 1 (390,000)
Replacement of Fire Alarm Bucket Truck (C-5) (70,000)
Geographic Information Systems (115,300)
Subdivision Road - Hewett Circle/Lawton, Noanett and Amelia Roads (580,000)
Sidewalk Repair and Resurfacing (25,000)
Traffic Signal Equipment and Replacement (40,000)
Transfer Trailer Replacement (43,500)
Storm Drain Improvements (30,000)
Water System Rehabilitation (500,000)
Water Meter Replacement Program (500,000-833,000)
DPW Equipment Replacement (485,291)
Broadmeadow School Renovation Design (590,000)

Subtotal: \$3,979,091

FY2002 Proposed

School Parking Lot Repairs (310,000)
Replacement of Fire Engine 3 (300,000)
Geographic Information Systems (118,800)
Subdivision Road - Harvard Circle/Bower St./Evelyn and Yale Roads (425,000)
Sidewalk Repair and Resurfacing (25,000)
Traffic Signal Equipment and Replacement (40,000)
Transfer Trailer Replacement (45,000)
Storm Drain Improvements (30,000)
Water System Rehabilitation (500,000)
DPW Equipment Replacement (239,408)
DeFazio Basketball Court Construction (25,000)
Broadmeadow School Renovation (8,800,000)

Subtotal: \$10,858,208

Section VI: Requested Projects - No Recommendation for Funding

At this time there is not sufficient justification or available funding to recommend the following projects:

Sewer Construction by Petition (\$2,250,000)
School Building Feasibility Study (75,000)

1997 ANNUAL TOWN MEETING WARRANT

TOWN OF NEEDHAM, MASSACHUSETTS

TOTAL AUTHORIZED DEBT WITHIN LEVY, ISSUED AND ESTIMATED

| SUMMARY | | | | | | | | | | | | |
|--------------|----------------------|-------------------|---------|---------------|--------|----------------|------------------|------------------------------------|------------------|------------------|------------------|------------------|
| DEPT | AMOUNT AUTHORIZED | AMOUNT ISSUED | PURPOSE | DATE VOTED | ART. # | DATE ISSUED | FY 97 Total | FY 98 Principal Interest Total | FY 99 | FY 00 | FY 01 | FY 02 |
| 1. HOSPITAL | 2,855,000 | 2,855,000 | | | | | 208,902 | 86,250 14,819 101,069 | 97,727 | 94,191 | 31,802 | 30,634 |
| 2. TAX LEVY | 8,307,032 | 5,949,400 | | | | | 1,140,689 | 1,175,929 274,839 1,450,768 | 1,385,697 | 944,951 | 892,677 | 695,845 |
| 3. FEES | 11,982,976 | 7,384,676 | | | | | 938,715 | 1,042,659 320,063 1,362,684 | 1,714,501 | 1,554,270 | 1,485,871 | 1,405,999 |
| TOTAL | 23,145,008 | 16,189,076 | | | | | 2,288,305 | 2,304,838 609,721 2,919,521 | 3,197,924 | 2,593,411 | 2,410,349 | 2,132,478 |

1. DEBT SERVICE SUPPORTED BY HOSPITAL ENTERPRISE FUND

| DEPT | AMOUNT AUTHORIZED | AMOUNT ISSUED | PURPOSE | DATE VOTED | ART. # | DATE ISSUED | FY 97 Total | FY 98 Principal Interest Total | FY 99 | FY 00 | FY 01 | FY 02 |
|-------------------|----------------------|------------------|------------|---------------|--------|----------------|----------------|-----------------------------------|---------------|---------------|---------------|---------------|
| Hospital | 2,120,000 | 2,120,000 | Equipment | May '76 | | May '77 | 104,750 | 0 0 0 | | | | |
| Hospital | 420,000 | 420,000 | Renovation | Nov '92 | 14 | Feb '93 | 68,190 | 60,000 6,045 66,045 | 63,720 | 61,260 | 0 | |
| Hospital | 315,000 | 315,000 | Renovation | Nov '92 | 15 | Feb '93 | 35,962 | 26,250 8,774 35,024 | 34,007 | 32,931 | 31,802 | 30,634 |
| TOTAL HOSP | 2,855,000 | 2,855,000 | | | | | 208,902 | 86,250 14,819 101,069 | 97,727 | 94,191 | 31,802 | 30,634 |

2. DEBT SERVICE SUPPORTED BY TAX LEVY

| DEPT | AMOUNT AUTHORIZED | AMOUNT ISSUED | PURPOSE | DATE VOTED | ART. # | DATE ISSUED | FY 97 Total | FY 98 Principal Interest Total | FY 99 | FY 00 | FY 01 | FY 02 |
|------------------|----------------------|------------------|------------------|---------------|--------|----------------|------------------|-----------------------------------|----------------|----------------|----------------|----------------|
| Memorial Park | 210,000 | 210,000 | Track | May'88 | 59 | Jul '89 | 31,093 | 26,025 3,454 29,479 | 44,024 | 0 | | |
| DPW | 135,000 | 135,000 | Traffic Lights | May'88 | 27 | Jul '89 | 18,454 | 15,429 478 15,907 | 0 | 0 | | |
| DPW | 45,000 | 45,000 | Roof Repairs | May'88 | 17 | Jul '89 | 5,775 | 5,000 465 5,465 | 5,155 | 0 | | |
| DPW | 40,000 | 40,000 | Traffic Lights | May'88 | 20 | Jul '89 | 5,468 | 4,571 142 4,713 | 0 | 0 | | |
| School & Rec | 45,000 | 45,000 | Pool Repairs | May'90 | 37 | May'90 | 4,912 | 3,215 1,485 4,700 | 20,552 | 0 | | |
| School | 685,000 | 685,000 | Asb'toes Remove | May'89 | 29 | May'90 | 90,771 | 76,111 9,637 85,748 | 74,513 | 0 | | |
| DPW | 40,000 | 40,000 | Traffic Lights | May'89 | 20 | May'90 | 5,324 | 4,444 587 5,031 | 4,737 | 0 | | |
| School | 86,000 | 86,000 | Pollard Design | May'91 | 36 | Oct '91 | 17,647 | 0 0 0 | | | | |
| Fire | 85,000 | 85,000 | Ambulance | May'92 | 38 | Feb'93 | 11,498 | 17,332 325 17,657 | 0 | | | |
| DPW | 88,000 | 88,000 | Building Repairs | May'92 | 36 | Feb'93 | 7,444 | 14,968 2,689 17,657 | 19,362 | 8,863 | 8,549 | 9,805 |
| Town Hall | 225,000 | 225,000 | Building Repairs | May'92 | 37 | Feb'93 | 32,772 | 22,500 4,448 26,948 | 26,077 | 20,323 | 19,568 | 18,786 |
| School | 214,000 | 214,000 | Pollard Design | May'91 | 36 | Feb'93 | 52,884 | 0 0 0 | | | | |
| School | 177,000 | 177,000 | Oil Tank Replac. | May'92 | 35 | Feb'93 | 15,387 | 40,100 4,922 45,022 | 43,469 | 28,119 | 11,348 | 14,027 |
| Newman | 200,000 | 200,000 | Building Design | Oct '91 | 10 | Feb'93 | 50,850 | 0 0 0 | | | | |
| DPW | 32,000 | 32,000 | Generator | Oct '91 | 7 | Feb'93 | 8,136 | 0 0 0 | | | | |
| Town Hall/Police | 260,760 | 260,760 | Software | May'93 | 20 | Sep'93 | 56,507 | 52,152 2,686 54,838 | 53,065 | 0 | | |
| Newman | 100,000 | 100,000 | Renovation | Nov'92 | 13 | Sep'93 | 12,770 | 10,000 2,450 12,450 | 12,110 | 11,755 | 11,388 | 11,005 |
| Town Hall/Police | 339,240 | 339,240 | Hardware | May'93 | 19 | Sep'93 | 43,321 | 33,924 8,312 42,236 | 41,082 | 39,878 | 38,631 | 37,333 |
| School | 130,000 | 130,000 | Hardware | May'93 | 21 | Sep'93 | 16,601 | 13,000 3,185 16,185 | 15,743 | 15,282 | 14,804 | 14,307 |
| Fire | 425,000 | 425,000 | Fire Truck | May'92 | 39 | May '96 | 64,948 | 45,000 17,810 62,810 | 60,672 | 58,647 | 56,667 | 49,620 |
| Landfill | 200,000 | 200,000 | Closure Design | May'92 | 30 | May '96 | 79,338 | 65,000 6,012 71,012 | 67,925 | 0 | | |
| Landfill | 190,000 | 190,000 | Compactor | May'94 | 39 | May '96 | 73,874 | 65,000 5,788 70,788 | 62,700 | 0 | | |
| DPW | 50,000 | 50,000 | Traffic Lights | May'94 | 38 | May '96 | 12,294 | 10,000 1,820 11,820 | 11,345 | 10,895 | 10,455 | 0 |
| MIS | 80,000 | 80,000 | Computers | May'94 | 35 | May '96 | 13,714 | 10,000 3,240 13,240 | 12,765 | 12,315 | 11,875 | 11,420 |
| DPW | 30,000 | 30,000 | Building/ ADA | May'94 | 36 | May '96 | 11,400 | 10,000 925 10,925 | 10,450 | 0 | | |
| DPW | 104,000 | 104,000 | Equipment | May'94 | 66 | May '96 | 43,864 | 35,000 3,013 38,013 | 31,350 | 0 | | |
| Fire | 12,000 | 12,000 | Radio Upgrade | May'95 | 44 | May '96 | 7,570 | 5,000 238 5,238 | 0 | | | |
| Landfill | 50,000 | 50,000 | Engineering | May'88 | 19 | May '96 | 12,295 | 10,000 1,820 11,820 | 11,345 | 10,895 | 10,455 | 0 |
| High School | 250,000 | 250,000 | Boilers | May'95 | 6 | May '96 | 61,475 | 50,000 9,100 59,100 | 56,725 | 54,475 | 52,275 | 0 |
| DPW | 209,000 | 209,000 | Equipment | May'95 | 35 | May '96 | 58,608 | 40,000 7,280 47,280 | 45,380 | 43,580 | 41,820 | 0 |
| Pollard | 457,400 | 457,400 | HVAC | May'95 | 46 | May '96 | 73,483 | 45,000 19,013 64,013 | 61,875 | 59,850 | 57,870 | 55,822 |
| Newman | 128,000 | 128,000 | Grounds | May'95 | 32 | May '96 | 33,880 | 25,000 4,550 29,550 | 28,362 | 27,237 | 26,137 | 0 |
| Hillside School | 100,000 | 100,000 | Parking | May'95 | 34 | May '96 | 24,590 | 20,000 3,640 23,640 | 22,690 | 21,790 | 20,910 | 0 |
| Newman | 527,000 | 527,000 | Renovation | May'95 | 30 | May '96 | 81,743 | 55,000 22,035 77,035 | 74,422 | 71,947 | 69,527 | 62,025 |
| SUBTOTAL | 5,949,400 | 5,949,400 | | | | | 1,140,689 | 828,771 151,546 980,317 | 917,895 | 495,851 | 462,279 | 284,150 |

TOTAL AUTHORIZED DEBT WITHIN LEVY, ISSUED AND ESTIMATED (CONT.)

2. DEBT SERVICE SUPPORTED BY TAX LEVY (CONT.)

AUTHORIZED LEVY SUPPORTED DEBT, NOT ISSUED (estimated)

| DEPT | AMOUNT AUTHORIZED | AMOUNT ISSUED | PURPOSE | DATE VOTED | ART. # | DATE ISSUED | FY '97 Total | Principal | Interest | Total | FY '99 | FY '00 | FY '01 | FY '02 |
|-------------------|----------------------|------------------|-----------------------------|---------------|--------|----------------|------------------|------------------|----------------|------------------|------------------|----------------|----------------|----------------|
| storm drain | 30,000 | | Storm Drains | May '93 | 26 | | | 6,000 | 1,500 | 7,500 | 7,200 | 6,900 | 6,600 | 6,300 |
| storm drain | 30,000 | | Storm Drains | May '94 | 41 | | | 6,000 | 1,500 | 7,500 | 7,200 | 6,900 | 6,600 | 6,300 |
| DPW | 35,000 | | Sidewalk Ramps | May '94 | 37 | | | 7,000 | 1,750 | 8,750 | 8,400 | 8,050 | 7,700 | 7,350 |
| DPW | 76 | | Equipment | May '94 | 66 | | | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Fire | 13,000 | | Radio Upgrade | May '95 | 44 | | | 2,600 | 650 | 3,250 | 3,120 | 2,990 | 2,860 | 2,730 |
| Schools | 10,370 | | Boilers | May '95 | 6 | | | 2,074 | 519 | 2,593 | 2,489 | 2,385 | 2,281 | 2,178 |
| Schools | 160,536 | | Newman HVAC | May '95 | 30 | | | 16,054 | 8,027 | 24,080 | 38,529 | 36,923 | 35,318 | 33,713 |
| DPW | 25,000 | | Sidewalk Repair | May '95 | 47 | | | 5,000 | 1,250 | 6,250 | 6,000 | 5,750 | 5,500 | 5,250 |
| Schools | 500,000 | | High School ADA | Oct '96 | 11 | | | 50,000 | 27,500 | 77,500 | 74,750 | 72,000 | 69,250 | 66,500 |
| Schools | 150,000 | | Pollard ADA | May '96 | 31 | | | 30,000 | 7,500 | 37,500 | 36,000 | 34,500 | 33,000 | 31,500 |
| Fire | 35,000 | | Command vehicle | May '96 | 34 | | | 7,000 | 1,750 | 8,750 | 8,400 | 8,050 | 7,700 | 7,350 |
| Public Safety | 180,000 | | Dispatching Equip. | May '96 | 38 | | | 36,000 | 9,000 | 45,000 | 43,200 | 41,400 | 39,600 | 37,800 |
| MBMB | 118,000 | | Building Repairs | May '96 | 40 | | | 23,600 | 5,900 | 29,500 | 28,320 | 27,140 | 25,960 | 24,780 |
| DPW | 264,650 | | Equipment | May '96 | 41 | | | 52,930 | 13,233 | 66,163 | 63,516 | 60,870 | 58,223 | 55,577 |
| DPW | 60,000 | | Sidewalk Tractor | May '96 | 42 | | | 12,000 | 3,000 | 15,000 | 14,400 | 13,800 | 13,200 | 12,600 |
| DPW | 25,000 | | Sidewalk Reconstruction | May '96 | 43 | | | 5,000 | 1,250 | 6,250 | 6,000 | 5,750 | 5,500 | 5,250 |
| Park and Rec. | 87,000 | | Pollard/Greene's Field | May '96 | 44 | | | 17,400 | 4,350 | 21,750 | 20,880 | 20,010 | 19,140 | 18,270 |
| Schools | 360,000 | | Newman HVAC | May '96 | 5 | | | 36,000 | 19,800 | 55,800 | 53,820 | 51,840 | 49,860 | 47,880 |
| Schools | 223,000 | | Modular Classrooms | Feb '97 | 2 | | | 22,300 | 12,265 | 34,565 | 33,339 | 32,112 | 30,886 | 29,659 |
| Schools | 15,000 | | Mitchell School Roof Design | Feb '97 | 3 | | | 3,000 | 750 | 3,750 | 3,600 | 3,450 | 3,300 | 3,150 |
| Fire | 36,000 | | Base Radio Station | Feb '97 | 4 | | | 7,200 | 1,800 | 9,000 | 8,640 | 8,280 | 7,920 | 7,560 |
| SUBTOTAL | 2,367,632 | | | | | | | 347,158 | 123,293 | 470,450 | 467,802 | 449,100 | 430,398 | 411,696 |
| TOTAL LEVY | 8,307,032 | 5,949,400 | | | | | 1,140,689 | 1,175,929 | 274,839 | 1,450,768 | 1,385,697 | 944,951 | 892,677 | 695,845 |

3. DEBT SUPPORTED BY FEES

| DEPT | AMOUNT AUTHORIZED | AMOUNT ISSUED | PURPOSE | DATE VOTED | ART. # | DATE ISSUED | FY '97 Total | Principal | Interest | Total | FY '99 | FY '00 | FY '01 | FY '02 |
|-----------------|----------------------|------------------|---------------------|---------------|--------|----------------|-----------------|----------------|----------------|------------------|------------------|----------------|----------------|----------------|
| Sewer | 20,000 | 20,000 | Storm Drains | May '88 | 23 | Jul '89 | 2,310 | 2,000 | 186 | 2,186 | 2,062 | 0 | | |
| Sewer | 40,000 | 40,000 | Rehabilitation | May '88 | 21 | Jul '89 | 6,129 | 5,471 | 562 | 6,033 | 6,526 | 0 | | |
| Sewer | 300,000 | 300,000 | Mains Const. | May '88 | 22 | Jul '89 | 45,968 | 41,029 | 4,215 | 45,244 | 48,952 | 0 | | |
| Sewer | 225,000 | 225,000 | Mains Const. | May '88 | 22 | May '90 | 40,709 | 38,064 | 5,463 | 43,526 | 47,658 | 0 | | |
| Sewer | 225,000 | 225,000 | Mains Const. | May '88 | 22 | Oct '91 | 29,250 | 22,500 | 5,569 | 28,069 | 26,865 | 25,639 | 24,390 | 0 |
| Sewer | 125,000 | 125,000 | Mains Const. | May '89 | 22 | Feb '93 | 9,346 | 12,500 | 4,428 | 16,929 | 11,544 | 21,027 | 20,274 | 29,153 |
| Sewer | 135,000 | 135,000 | Rehabilitation | May '89 | 21 | Feb '93 | 9,744 | 13,500 | 4,757 | 18,256 | 22,633 | 21,875 | 21,079 | 28,901 |
| Sewer | 393,951 | 393,951 | Rehab. (WPAT) | May '91 | 40 | Feb '93 | 24,537 | 12,779 | 4,965 | 22,710 | 23,061 | 23,428 | 23,813 | 24,216 |
| Sewer | 115,000 | 115,000 | Rehabilitation | May '89 | 21 | Sep '93 | 14,686 | 11,500 | 2,817 | 14,318 | 13,927 | 13,518 | 13,096 | 12,711 |
| Sewer | 50,000 | 50,000 | Mains Const. | May '89 | 22 | Sep '93 | 6,385 | 5,000 | 1,225 | 6,225 | 6,055 | 5,878 | 5,694 | 5,447 |
| Sewer | 238,725 | 238,725 | MWRA Loan | Nov '94 | 2 | May '95 | 47,745 | 47,745 | 0 | 47,745 | 47,745 | 47,745 | 0 | |
| Water | 150,000 | 150,000 | Rehabilitation | May '88 | 24 | Jul '89 | 11,852 | 10,475 | 728 | 11,202 | 6,701 | 0 | | |
| Water | 191,000 | 191,000 | Rehabilitation | May '88 | 24 | Oct '91 | 24,830 | 19,100 | 4,727 | 23,827 | 22,805 | 21,764 | 20,704 | 19,634 |
| Water | 400,000 | 400,000 | Rehabilitation | May '89 | 24 | Oct '91 | 44,727 | 47,511 | 12,369 | 59,880 | 57,338 | 54,749 | 52,113 | 60,035 |
| Water | 300,000 | 300,000 | Rehabilitation | May '91 | 41 | Feb '93 | 33,108 | 27,500 | 9,514 | 37,014 | 45,748 | 44,147 | 71,878 | 35,111 |
| Water | 200,000 | 200,000 | Rehabilitation | May '91 | 41 | Sep '93 | 25,491 | 19,835 | 5,021 | 24,856 | 24,182 | 25,484 | 24,680 | 33,380 |
| Water | 500,000 | 500,000 | Rehabilitation | May '92 | 34 | Sep '93 | 63,727 | 49,589 | 12,552 | 62,141 | 60,455 | 63,711 | 61,701 | 50,071 |
| Landfill | 35,000 | 35,000 | Trailers | May '93 | 23 | Sep '93 | 5,418 | 5,000 | 257 | 5,258 | 5,088 | 0 | | |
| Landfill | 135,000 | 135,000 | Recycling Exp. | Nov '95 | 6 | May '96 | 21,318 | 15,000 | 5,605 | 20,605 | 19,892 | 19,217 | 18,557 | 17,875 |
| Landfill | 318,000 | 318,000 | Recycling Exp. | May '93 | 27 | May '96 | 52,943 | 35,000 | 13,138 | 48,137 | 46,475 | 39,900 | 38,580 | 37,215 |
| Landfill | 225,000 | 225,000 | Transfer Sta. Roads | Nov '95 | 7 | May '96 | 35,548 | 25,000 | 9,360 | 34,360 | 33,172 | 32,047 | 30,947 | 24,810 |
| Sewer | 650,000 | 650,000 | Great Plain Sta. | May '95 | 37 | May '96 | 95,550 | 65,000 | 27,463 | 92,462 | 89,375 | 86,450 | 83,590 | 80,632 |
| Water | 500,000 | 500,000 | Rehabilitation | May '94 | 43 | May '96 | 73,500 | 50,000 | 21,125 | 71,125 | 68,750 | 66,500 | 64,300 | 62,025 |
| Sewer | 250,000 | 250,000 | Rehabilitation | May '93 | 22 | May '96 | 36,750 | 25,000 | 10,563 | 35,562 | 34,375 | 33,250 | 32,150 | 31,012 |
| Sewer | 250,000 | 250,000 | Rehabilitation | May '92 | 31 | May '96 | 36,750 | 25,001 | 10,563 | 35,562 | 34,375 | 33,250 | 32,150 | 31,012 |
| Sewer | 20,000 | 20,000 | Cooks Bridge Sta. | May '94 | 42 | May '96 | 5,920 | 5,000 | 683 | 5,682 | 5,445 | 5,220 | 0 | |
| Sewer | 600,000 | 600,000 | Rehabilitation | May '94 | 40 | May '96 | 88,200 | 60,000 | 25,350 | 85,350 | 82,500 | 79,800 | 77,160 | 74,430 |
| Sewer | 553,300 | 553,000 | MWRA Loan | May '96 | 48 | Aug '96 | 0 | 110,660 | 0 | 110,660 | 110,660 | 110,660 | 110,660 | 110,660 |
| Landfill | 40,000 | 40,000 | Trailers | May '94 | 44 | May '96 | 18,875 | 15,000 | 1,163 | 16,162 | 10,450 | 0 | | |
| Water | 200,000 | 200,000 | Rehabilitation | May '93 | 25 | May '96 | 29,400 | 20,000 | 8,450 | 28,450 | 27,500 | 26,600 | 25,720 | 24,810 |
| SUBTOTAL | 7,384,976 | 7,384,676 | | | | | 938,715 | 841,759 | 212,815 | 1,059,536 | 1,042,314 | 901,859 | 853,236 | 793,140 |

AUTHORIZED FEE SUPPORTED DEBT, NOT ISSUED (estimated)

| | | | | | | | | | | | | | | |
|------------------|-------------------|------------------|------------------------------|---------|----|--|----------------|------------------|----------------|------------------|------------------|------------------|------------------|------------------|
| Landfill | 807,000 | | Recycling Expan. | Nov '95 | 5 | | | 80,700 | 44,385 | 125,085 | 120,647 | 116,208 | 111,770 | 107,331 |
| Water | 3,000,000 | | Treatment Plant | May '96 | 47 | | | 67,000 | 16,750 | 83,750 | 400,200 | 387,523 | 374,845 | 362,168 |
| Sewer | 50,000 | | Rehabilitation design | May '96 | 49 | | | 10,000 | 2,500 | 12,500 | 12,000 | 11,500 | 11,000 | 10,500 |
| Landfill | 31,000 | | Transfer Trailer Replacement | May '96 | 51 | | | 6,200 | 1,550 | 7,750 | 7,440 | 7,130 | 6,820 | 6,510 |
| Sewer | 100,000 | | EPA Stormwater Investigation | May '96 | 50 | | | 0 | 3,750 | 3,750 | 10,000 | 10,000 | 10,000 | 10,000 |
| Water | 185,000 | | Water Master Plan | Oct '96 | 6 | | | 37,000 | 9,250 | 46,250 | 44,400 | 42,550 | 40,700 | 38,850 |
| Sewer | 250,000 | | Sewer Master Plan | Oct '96 | 7 | | | 0 | 9,375 | 9,375 | 25,000 | 25,000 | 25,000 | 25,000 |
| Sewer | 175,000 | | Rehabilitation | Oct '96 | 8 | | | 0 | 6,563 | 6,563 | 17,500 | 17,500 | 17,500 | 17,500 |
| Sewer | 350,000 | | West St. Pump Sta. Design | Feb '97 | 5 | | | 0 | 13,125 | 13,125 | 35,000 | 35,000 | 35,000 | 35,000 |
| SUBTOTAL | 4,698,000 | | | | | | 0 | 200,900 | 107,248 | 308,148 | 672,187 | 662,411 | 632,635 | 612,859 |
| TOTAL FEE | 11,982,976 | 7,384,676 | | | | | 938,715 | 1,042,659 | 320,063 | 1,367,684 | 1,714,501 | 1,554,270 | 1,485,871 | 1,405,999 |

DEBT AUTHORIZED OUTSIDE LEVY LIMIT

| DEPT | AMOUNT AUTHORIZED | AMOUNT ISSUED | PURPOSE | DATE VOTED | ART. # | DATE ISSUED | FY 97 Total | FY 98 Principal Interest Total | FY 99 | FY 00 | FY 01 | FY 02 |
|-------------|----------------------|------------------|---------------------------|---------------|--------|----------------|----------------|-----------------------------------|-----------|-----------|-----------|-----------|
| Town | 1,383,000 | 1,383,000 | Land Acquisition | May'88 | 56-58 | Jun'89 | 169,800 | 150,000 9,900 159,900 | 0 | | | |
| Fire/Police | 1,267,000 | 1,267,000 | Renovation | May'88 | 51 | Jun'89 | 155,506 | 208,000 13,728 221,728 | 245,776 | 0 | | |
| Schools | 5,850,000 | 5,850,000 | H.S. Renovation | May'87 | 14 | Jun'89 | 726,744 | 642,000 42,372 684,372 | 0 | | | |
| Landfill | 1,500,000 | 1,500,000 | Transfer Station | Jan'88 | 1 | Jun'89 | 79,950 | 0 0 0 | | | | |
| Fire | 1,252,000 | 1,252,000 | Renovation #2 | May'89 | 59 | May'90 | 164,807 | 134,111 16,514 150,625 | 123,711 | 0 | | |
| Fire | 98,000 | 98,000 | Renovation #2 | May'89 | 59 | Oct' 91 | 13,546 | 10,889 2,085 12,974 | 12,392 | 11,798 | | |
| Fire/Police | 2,483,000 | 2,483,000 | Renovation | May'88 | 51 | May'90 | 319,787 | 269,055 32,975 302,030 | 245,777 | 0 | 11,193 | 0 |
| Schools | 6,444,000 | 6,444,000 | Pollard | May'92 | 29 | Feb'93 | 806,186 | 640,350 163,898 804,248 | 808,835 | 809,742 | 814,878 | 817,344 |
| Schools | 395,000 | 395,000 | Pollard | May'92 | 29 | May'94 | 0 | 0 0 0 | | | | |
| Schools | 5,750,000 | 0 | Newman | Nov. 96 | 10 | NA | 450,090 | 487,400 0 487,400 | 1,070,260 | 1,042,400 | 1,013,820 | 484,520 |
| | 26,422,000 | 20,672,000 | | | | | 2,886,416 | 2,823,277 | 2,506,751 | 1,863,940 | 1,839,891 | 1,301,864 |
| | | | H.S. Reimbursement | | | | 514,249 | 514,249 | 514,249 | 514,249 | 514,249 | 514,249 |
| | | | Pollard Reimbursement | | | | 508,520 | 508,520 | 508,520 | 508,520 | 508,520 | 508,520 |
| | | | Net Excluded Debt Service | | | | 1,863,647 | 1,800,508 | 1,483,982 | 841,171 | 817,122 | 279,095 |

man debt service is estimated

TRANSFERS FROM FINANCE COMMITTEE RESERVE FUND TO APPROPRIATION ACCOUNTS

July 1, 1995 - June 30, 1996

(Transfers have been summarized below by category. These amounts are included
in the EXPENDED FY 1996 column of the Operating Budget section)

| REQUESTS | AMOUNT |
|--|-----------|
| Police Salaries OT | \$83,000 |
| Snow Ice OT | 100,000 |
| Snow & Ice Exp. | 86,800 |
| Legal Fees | 25,000 |
| Unemployment Compensation | 12,000 |
| Police Department (Roof Repairs, MBMB) | 13,000 |
| Tony Lee Audit | 7,096 |
| Tony Lee Audit | 6,552 |
| Personnel Board Salary | 550 |
| Total | \$464,498 |

REPORT OF THE PLANNING BOARD

PLANNING BOARD SUMMARY

In accordance with Article 84 of the Annual Town Meeting of 1963, the Planning Board submits the following brief report regarding its zoning amendment articles in the 1997 Annual Town Meeting Warrant. In accordance with its usual custom, the Board will also make a more complete report available to all Members who attend Town Meeting in May.

RE: Article 5: Zoning Amendment - Maximum Building Coverage for Residential Lots in the Single Residence A, Single Residence B, and General Residence Districts

At the present time, there are no maximum building coverage requirements for residential lots in Single Residence A, Single Residence B, and General Residence Districts. This article would provide for a maximum coverage of 15 percent for single-family dwellings in the Single Residence A District, for a maximum coverage of 25 percent in the Single Residence B District, and for a maximum coverage of 30 percent in the General Residence District. All accessory buildings and structures would be excluded from these coverage requirements.

RE: Article 6: Zoning Amendment - Floor Area Ratio (F.A.R.) for Residential Lots in the Rural Residence-Conservation, Single Residence A, Single Residence B, and General Residence Districts

This article would amend the Zoning By-Law to further regulate construction of single-family and two-family dwellings on both new and existing lots in the Rural Residence-Conservation, Single Residence A, Single Residence B, and General Residence Districts. The article provides for a maximum floor area ratio of 0.15 in the Rural Residence-Conservation and Single Residence A Districts and for a maximum floor area ratio of 0.40 in the Single Residence B and General Residence Districts.

Floor area ratio is an established concept in zoning and an established requirement in the Needham Zoning By-Law relative to commercial construction. It is the ratio of floor area to lot area. It is generally recognized as the most precise zoning tool to control the intensity of development. As applied to residential construction, it would insure that the construction of buildings on residential lots would be in proportion to the lot size. Within a residential zoning district, less floor area would be allowed on the smaller lots, more would be allowed for larger lots.

One of the most frequently made comments to the Planning Board by residents concerns oversized houses on small lots. The much more massive "big box colonial" is the new standard which all too often is being shoe-horned onto every possible site regardless of how small the lot. It is the Planning Board's belief that the framers of the original zoning in Needham did not anticipate the current trend. In fact, when the area districts were first created in Needham (1925), the houses that were built on smaller lots were smaller and more varied than those built on larger lots. The Planning Board recognizes that we cannot return to those days and is not attempting to; but under today's economic realities, there is still the ability, through zoning, to re-establish a sense of proportion of the home to the lot to maintain a more reasonable relationship with the neighborhood context.

REPORT OF THE PUBLIC WORKS DEPARTMENT

The Operating Budget of the Public Works Department proposed for Fiscal Year 1998 is 4.14 million dollars with 2.42 million earmarked for salaries, 1.37 million for Purchase of Service, and 0.33 million for expenses. As in prior years, a considerable amount of money found in the Public Works Budget is actually expended for the benefit of other Town agencies. In an effort to assist Town Meeting Members in understanding this aspect of the budget, the following information is provided. Of the \$294,620 requested for the Engineering Division, \$81,648 is for service to the Assessor's Department, the Planning Board, and for other Town agencies. Of the \$687,991 requested in the Park Division, \$246,360 is to service the needs of the Park and Recreation Commission, \$10,480 for the Conservation Commission at Ridge Hill, \$67,507 for Memorial Park and \$56,723 for School Grounds Maintenance.

The Public Works Budget contains the same basic services from year to year. This budget no longer contains the Water Division and the Sewer Division enterprise related elements. These are being presented as separate and independent Enterprise Fund budgets. It also does not contain the DPW Building and Ridge Hill Building elements. These are incorporated into the Municipal Building Maintenance Board budget.

The solid waste costs are primarily tax supported. Increases in capital costs, however, have been shifted to the RTS sticker fee. In Fiscal Year 1996 revenues totaling more than \$257,651 were collected through the issuance of 12,062 stickers.

A significant effort has been made to control the spiraling waste disposal costs by expanding the Town's participation in recycling to reduce the waste stream that ultimately is shipped to Wheelabrator in Millbury, Massachusetts. Nearly 2,650 tons of recyclables and over 2,700 tons of yard waste were processed during FY 1996.

Following a lengthy investigation and numerous public meetings, Town Meeting, on the recommendation of the Board of Selectmen, elected to remain a "drop-off" method community for the collection and disposal of solid waste (versus a route collection method). This was further supported by the Special Town Meeting in November 1995 which appropriated funds for significant improvements at the Recycling and Transfer Station (RTS). This work will get underway this Spring and continue through the end of 1997. The Board of Selectmen has also signed an Administrative Consent Order with the Department of Environmental Protection (DEP) for the closure of the sanitary landfill. The landfill will cease accepting waste December 31, 1997 and begin capping immediately after. Based on the preliminary design, the projected cost for this work will be available during the Spring of 1997. To help offset this cost and to assist in meeting critical closure grades and elevations, the Board of Selectmen approved a contract to accept, in a tightly controlled manner, construction and demolition (C&D) waste from the Greater Boston area. A competitive bidding process which incorporates the acceptance of this C&D waste with the landfill operations was concluded and the contract initiated on July 1, 1996.

The past year also saw significant development on the rehabilitation of the Town's below ground infrastructure which includes the Water Distribution System, the Wastewater Collection System and the Stormwater Drainage System. The most important is the initiation of a Water and Wastewater System Master Plan. This effort will serve as a roadmap for the future for the repair, rehabilitation or replacement of these Systems.

The DPW also saw the approval for the construction of its Water Treatment Plant at the Charles River Wellfield. Completion of this project will satisfy both the commitment to the MWRA, as well as a USEPA Administrative Consent Order regarding non-compliance with the Federal Safe Drinking Water Act. It also saw the approval for initiating the design for the replacement of the West Street Wastewater Pumping Station.

Construction continued on the wastewater system rehabilitation effort underway in the Washington Avenue neighborhood. This construction work is Phase III of a three phase process to eliminate inflow/infiltration (I/I) leakage into the System. This I/I causes the sewage to backup in the system and to flood homes and businesses.

Under an Administrative Order from the EPA, a certain portion of the stormwater drainage system have also been investigated looking for the sources of pollution that is being discharged to the Charles River. The source of significant pollution levels have been identified at one location and is being pursued in another location.

Following is an explanation of Public Works Articles as they appear in the Warrant for this Town Meeting (exclusive of capital articles which are described elsewhere in this Warrant).

RE: ARTICLE 4 STREET ACCEPTANCE - NON-BETTERMENT

The streets listed in the Article were constructed under the Subdivision Control Law and have been approved for acceptance by the Planning Board and the Public Works Department. A public hearing will have been held by the Selectmen prior to the Annual Town Meeting.

RE: ARTICLE 26 CONTINUE REVOLVING FUND - YARD WASTE PROCESSING

Through the efforts of the Highway Division Superintendent, the DPW was granted a \$180,000 wood waste grinding machine by the DEP. This machine, based in Needham, services Needham and several other communities. It is operated via sub-contract by a private vendor. This reduces the cost of processing wood and certain yard wastes to only operations expense and maintenance costs versus a contract service cost which includes a cost for the contractor's equipment. The fund serves as the operating fund to conduct this work in Needham and throughout the various communities. The communities are billed and pay into the fund proportionally to the work accomplished.

RE: ARTICLE 27 CONTINUE REVOLVING FUND - HOME COMPOSTING BINS

Through the efforts of the Board of Health and the Highway Division, the Town of Needham was granted a supply of home composting bins by the DEP. This grant serves as the "seed" to generate revenue to continue the program. The DEP purchases the bins at a favorable cost and distributes the bins to the municipalities. The municipalities sell the bins at prices substantially below market value. The revenue from these sales are used to purchase additional bins through the DEP supplier bids.

RE: ARTICLE 29 AUTHORIZATION TO EXPEND STATE FUNDS

State Law requires an affirmative vote on this Article to ensure the receipt of funds from the Commonwealth. The Article authorizes the Board of Selectmen to contract with the State to receive funding for maintenance projects on eligible Town roads. Funds that are initially borrowed by the Town and then reimbursed by the State are dedicated to preparing engineering designs for the reconstruction, reconstruction and the resurfacing of existing pavements on public ways, or to address traffic improvements.

GENERAL GOVERNMENT SALARY AND STAFFING SCHEDULE
Of Funded Full-Time Equivalent Positions
(Excludes Summer/Seasonal Positions)

| <u>TITLE</u> | <u>GRADE</u> | <u>FUNDED FY95</u> | <u>FUNDED FY 96</u> | <u>FUNDED FY 97</u> | <u>ANNUALIZED SALARY RANGE</u> |
|----------------------------------|--------------|------------------------|-------------------------|-------------------------|------------------------------------|
| <u>GENERAL GOVERNMENT</u> | | | | | |
| <u>Board of Selectmen</u> | | | | | |
| Town Administrator | NA | 1.00 | 1.00 | 1.00 | \$81,640 |
| Sr. Administrative Coordinator | S-11 | 1.00 | 1.00 | 1.00 | \$25,377 - \$33,497 |
| Department Assistant 1 | T-6 | 1.13 | 1.13 | 1.13 | \$18,327 - \$24,138 |
| Department Assistant 3 | T-8 | 0.40 | 0.34 | 0.34 | \$20,857 - \$27,496 |
| Personnel Director | M-2 | 1.00 | 1.00 | 1.00 | \$46,510 - \$55,507 |
| Administrative Assistant | S-9 | 1.00 | 1.00 | 1.00 | \$22,450 - \$29,614 |
| Department Specialist | S-9 | 1.00 | 1.00 | 1.00 | \$22,450 - \$29,614 |
| Subtotal: | | 6.53 | 6.47 | 6.47 | |
| <u>Town Clerk</u> | | | | | |
| Town Clerk | Elected | 1.00 | 1.00 | 1.00 | \$54,381 |
| Assistant Town Clerk | T-10 | 1.00 | 1.00 | 1.00 | \$24,274 - \$32,030 |
| Department Assistant 2 | T-7 | 2.00 | 2.00 | 2.00 | \$19,400 - \$25,566 |
| Department Assistant 1 | S-6 | 0.24 | 0.24 | 0.24 | \$18,234 - \$24,016 |
| Subtotal: | | 4.24 | 4.24 | 4.24 | |
| <u>Legal</u> | | | | | |
| Town Counsel | Sch C | | | | \$49,379.56 |
| <u>Personnel Board</u> | | | | | |
| Recording Secretary | Sch C | | | | \$12.75/hr. |
| <u>FINANCE</u> | | | | | |
| <u>Assessors</u> | | | | | |
| Administrative Assessor | M-2 | 1.00 | 1.00 | 1.00 | \$46,510 - \$55,507 |
| Asst. Administrative Assessor | T-14 | 1.00 | 1.00 | 1.00 | \$31,450 - \$41,736 |
| Administrative Coordinator | T-10 | 1.00 | 1.00 | 1.00 | \$24,274 - \$32,030 |
| Department Specialist | T-9 | 1.00 | 1.00 | 1.00 | \$22,564 - \$29,764 |
| Department Assistant 3 | T-8 | 1.00 | 1.00 | 1.00 | \$20,857 - \$27,496 |
| Department Assistant 2 | T-7 | 1.00 | 1.00 | 1.00 | \$19,400 - \$25,566 |
| Subtotal: | | 6.00 | 6.00 | 6.00 | |
| <u>Finance Department</u> | | | | | |
| Finance Director | M-4 | 0.00 | 1.00 | 1.00 | \$59,017 - \$70,435 |
| Parking Clerk | Sch C | | | | \$4,000 |
| Subtotal | | 0.00 | 1.00 | 1.00 | |
| <u>Accounting</u> | | | | | |
| Town Comptroller | M-2 | 1.00 | 1.00 | 1.00 | \$46,581 - \$55,507 |
| Administrative Specialist | T-10 | 1.00 | 1.00 | 1.00 | \$24,274 - \$32,030 |
| Department Specialist | T-9 | 1.00 | 1.00 | 1.00 | \$22,564 - \$29,764 |
| Department Assistant 3 | T-8 | 0.80 | 0.80 | 0.80 | \$20,857 - \$27,496 |
| Subtotal | | 3.8 | 3.8 | 3.80 | |

| <u>TITLE</u> | <u>GRADE</u> | <u>FUNDED FY95</u> | <u>FUNDED FY96</u> | <u>FUNDED FY97</u> | <u>ANNUALIZED SALARY RANGE</u> |
|-------------------------------|--------------|------------------------|------------------------|------------------------|------------------------------------|
| <u>Data Processing</u> | | | | | |
| Director | M-3 | 1.00 | 1.00 | 1.00 | \$51,578 - \$61,557 |
| Senior Systems Analyst | T-16 | 1.00 | 1.00 | 1.00 | \$36,682 - \$48,676 |
| Systems Analyst | T-13 | 1.00 | 1.00 | 1.00 | \$29,120 - \$38,642 |
| Programmer/Computer Operator | T-11 | 1.00 | 1.00 | 1.00 | \$25,506 - \$33,667 |
| Computer Operator | T-10 | 1.00 | 1.00 | 1.00 | \$24,274 - \$32,030 |
| Control Clerk | T-9 | 1.00 | 1.00 | 1.00 | \$22,564 - \$29,764 |
| Subtotal | | 6.00 | 6.00 | 6.00 | |
| <u>Treasurer</u> | | | | | |
| Treasurer/Collector | M-2 | 1.00 | 1.00 | 1.00 | \$46,510 - \$55,507 |
| Administrative Coordinator | T-10 | 1.00 | 1.00 | 1.00 | \$24,274 - \$32,030 |
| Department Specialist | T-9 | 1.00 | 1.00 | 1.00 | \$22,564 - \$29,764 |
| Department Assistant 3 | T-8 | 1.30 | 1.30 | 1.30 | \$20,857 - \$27,496 |
| Department Assistant 2 | T-7 | 1.00 | 1.00 | 1.00 | \$19,400 - \$25,566 |
| Department Assistant 1 | T-6 | 0.47 | 0.47 | 0.47 | \$18,327 - \$24,138 |
| Sub Total: | | 5.57 | 5.57 | 5.57 | |
| <u>Finance Committee</u> | | | | | |
| Finance Comm. Exec. Secretary | Sch C | | | | \$13,614.69 |
| <u>Retirement</u> | | | | | |
| Administrative Specialist | T-10 | 1.00 | 1.00 | 1.00 | \$24,274 - \$32,030 |
| Department Assistant 2 | T- 7 | 0.53 | 0.53 | 1.00 | \$19,400 - \$25,566 |
| Subtotal: | | 1.53 | 1.53 | 2.00 | |
| <u>PUBLIC SAFETY</u> | | | | | |
| <u>Police Department</u> | | | | | |
| Chief | M-5 | 1.00 | 1.00 | 1.00 | \$66,963 - \$79,917 |
| Lieutenant | P-3 | 3.00 | 3.00 | 3.00 | \$45,247 - \$57,457 |
| Sergeant | P-2 | 8.00 | 8.00 | 8.00 | \$37,584 - \$43,673 |
| Police Officer | P-1 | 35.00 | 35.00 | 35.00 | \$30,189 - \$36,396 |
| Police Officer | P-1 | 0.00 | 1.00 | 1.00 | \$30,189 - \$36,396 |
| Animal Control Officer | PB-1 | 1.00 | 1.00 | 1.00 | \$27,096 - \$35,956 |
| Administrative Specialist | T-10 | 1.00 | 1.00 | 1.00 | \$24,274 - \$32,030 |
| Maintenance Worker/Custodian | S-10 | 1.00 | 1.00 | 1.00 | \$24,152 - \$31,868 |
| Department Assistant 2 | T-7 | 1.00 | 1.00 | 2.00 | \$19,400 - \$25,566 |
| Traffic Supervisor | Sch C | 2.59 | 2.59 | 2.59 | \$13.58/hr. |
| Public Safety Dispatcher | S-10 | 2.85 | 0.00 | 4.28 | \$24,152 - \$31,868 |
| Parking Enforcement Attendant | S-6 | 0.93 | 0.93 | 0.93 | \$18,234 - \$24,016 |
| Subtotal: | | 58.37 | 56.52 | 60.80 | |
| <u>Fire Department</u> | | | | | |
| Fire Chief | M-5 | 1.00 | 1.00 | 1.00 | \$66,963 - \$79,917 |
| Deputy Fire Chief | F-4 | 5.00 | 5.00 | 5.00 | \$43,752 - \$52,046 |
| Fire Captain | F-3 | 2.00 | 2.00 | 2.00 | \$40,787 - \$45,494 |
| Fire Lieutenant | F-2 | 6.00 | 6.00 | 6.00 | \$35,186 - \$41,855 |
| Firefighter | F-1 | 54.00 | 54.00 | 53.00 | \$30,595 - \$36,396 |
| Asst., Super., Fire Alarm | FA-2 | 1.00 | 1.00 | 1.00 | \$35,868 - \$43,144 |

| <u>TITLE</u> | <u>GRADE</u> | <u>FUNDED FY95</u> | <u>FUNDED FY96</u> | <u>FUNDED FY97</u> | <u>ANNUALIZED SALARY RANGE</u> |
|--|--------------|------------------------|------------------------|------------------------|------------------------------------|
| Lineman | FA-1 | 0.00 | 0.00 | 0.00 | \$31,105 - \$37,303 |
| Management Analyst | T-15 | 1.00 | 1.00 | 1.00 | \$33,972 - \$45,080 |
| Department Assistant 3 | T-8 | 1.00 | 1.00 | 1.00 | \$20,857 - \$27,496 |
| Subtotal: | | 71.00 | 71.00 | 70.00 | |
| <u>Building</u> | | | | | |
| Inspector of Buildings | M-2 | 1.00 | 1.00 | 1.00 | \$46,510 - \$55,507 |
| Plumbing & Gas Inspector | S-14 | 0.53 | 0.53 | 0.53 | \$31,291 - \$41,525 |
| Wiring Inspector | S-14 | 0.53 | 0.53 | 0.53 | \$31,291 - \$41,525 |
| Local Building Inspec | S-14 | 0.50 | 1.00 | 0.75 | \$31,291 - \$41,525 |
| Sealer of Weights and Measures | S-14 | 0.25 | 0.00 | 0.25 | \$31,291 - \$41,525 |
| Administrative Assistant | T-9 | 1.00 | 1.00 | 1.00 | \$22,564 - \$29,764 |
| Department Assistant 2 | T-7 | 1.00 | 1.00 | 1.00 | \$19,400 - \$25,566 |
| Code Enforcement Officer | Sch C | 0.25 | 0.00 | 0.00 | \$14.68/hr. |
| Building Inspector Substitute | Sch C | | | | \$14.68/hr. |
| Plumbing & Gas Inspector Sub. | Sch C | | | | \$41.00 (per diem) |
| Wire Inspector Substitute | Sch C | | | | \$12.00 (per inspection) |
| | | | | | \$41.00 (per diem) |
| | | | | | \$12.00 (per inspection) |
| Subtotal: | | 5.06 | 5.06 | 5.06 | |
| <u>PUBLIC FACILITIES</u> | | | | | |
| <u>Department of Public Works</u> | | | | | |
| Director | M-5 | 1.00 | 1.00 | 1.00 | \$66,963 - \$79,917 |
| Town Engineer | M-3 | 1.00 | 1.00 | 1.00 | \$51,578 - \$61,557 |
| Division Super. Highway | M-2 | 1.00 | 1.00 | 1.00 | \$46,510 - \$55,507 |
| Division Super. Parks | M-2 | 1.00 | 1.00 | 1.00 | \$46,510 - \$55,507 |
| Division Super. Water & Sewer | M-3 | 1.00 | 1.00 | 1.00 | \$51,578 - \$61,557 |
| Garage & Equipment Supervisor | M-1 | 1.00 | 1.00 | 1.00 | \$40,581 - \$48,431 |
| Program Manager/Landfill | M-3 | 0.00 | 0.00 | 1.00 | \$51,578 - \$61,557 |
| Senior Engineer | S-15 | 1.00 | 1.00 | 1.00 | \$33,801 - \$44,852 |
| Assistant Superintendent | S-14 | 4.00 | 4.00 | 4.00 | \$31,291 - \$41,525 |
| Senior Draftsman | S-12 | 2.00 | 2.00 | 2.00 | \$26,839 - \$35,616 |
| Survey Party Chief | S-13 | 2.00 | 2.00 | 2.00 | \$28,973 - \$38,447 |
| Senior Administrative Coordinator | T-11 | 1.00 | 1.00 | 1.00 | \$25,506 - \$33,667 |
| Department Assistant 2 | T-7 | 3.00 | 3.00 | 3.00 | \$19,400 - \$25,566 |
| Master Mechanic | W-9 | 1.00 | 1.00 | 1.00 | \$14.33/hr. - \$16.62/hr. |
| Working Foreman | W-8 | 8.00 | 9.00 | 9.00 | \$13.91/hr. - \$16.13/hr. |
| Equipment Mechanic 1 | W-6 | 1.00 | 1.00 | 1.00 | \$12.95/hr. - \$14.97/hr. |
| Equipment Mechanic 2 | W-7 | 2.00 | 2.00 | 2.00 | \$13.49/hr. - \$15.54/hr. |
| Public Works Inspector | W-7 | 2.00 | 2.00 | 1.00 | \$13.48/hr. - \$15.54/hr. |
| HME0 1 | W-5 | 11.00 | 10.00 | 9.00 | \$12.45/hr. - \$14.45/hr. |
| HME0 2 | W-6 | 1.00 | 1.00 | 1.00 | \$12.95/hr. - \$14.97/hr. |
| Craftsworker 1 | W-5 | 10.00 | 11.00 | 12.00 | \$12.45/hr. - \$14.45/hr. |
| Craftsworker 2 | W-6 | 5.00 | 5.00 | 6.00 | \$12.95/hr. - \$14.97/hr. |
| Tree Climber | W-6 | 2.00 | 2.00 | 2.00 | \$12.95/hr. - \$14.97/hr. |
| Chief Pumping Station Operator | W-7 | 3.00 | 3.00 | 3.00 | \$13.49/hr. - \$15.54/hr. |

| <u>TITLE</u> | <u>GRADE</u> | <u>FUNDED FY95</u> | <u>FUNDED FY96</u> | <u>FUNDED FY97</u> | <u>ANNUALIZED SALARY RANGE</u> |
|--------------------------|--------------|------------------------|------------------------|------------------------|------------------------------------|
| Pumping Station Operator | W-6 | 1.00 | 1.00 | 1.00 | \$12.95/hr. - \$14.97/hr. |
| Public Works Specialist | W-6 | 1.00 | 1.00 | 1.00 | \$12.95/hr. - \$14.97/hr. |
| Laborer 1 | W-1 | 5.00 | 5.00 | 7.00 | \$10.81/hr. - \$12.45/hr. |
| Laborer 2 | W-3 | 4.00 | 4.00 | 3.00 | \$11.56/hr. - \$13.49/hr. |
| Laborer 3 | W-4 | 2.00 | 2.00 | 2.00 | \$11.99/hr. - \$13.91/hr. |
| Subtotal: | | 78.00 | 79.00 | 81.00 | |

Municipal Building Maintenance Board

| | | | | | |
|---------------------------|-------|--------------|--------------|--------------|---------------------------|
| Director | M-4 | 1.00 | 1.00 | 1.00 | \$59,017 - \$70,435 |
| Administrative Secretary | AS2 | 1.00 | 1.00 | 1.00 | \$27,354 - \$33,652 |
| Senior Building Custodian | T-10 | 2.23 | 2.22 | 2.22 | \$24,274 - \$32,030 |
| Building Custodian | T-7 | 1.00 | 1.00 | 1.00 | \$19,400 - \$25,566 |
| Jr. Building Custodian | T-5 | 1.73 | 1.73 | 0.73 | \$17,312 - \$22,797 |
| Working Foreman | W-8 | 1.00 | 1.00 | 1.00 | \$13.91/hr. - \$16.13/hr. |
| Senior Custodian | AC-2 | 11.00 | 11.00 | 11.00 | \$25,193 - \$29,529 |
| Junior Custodian | AC-1 | 23.00 | 23.00 | 23.75 | \$23,655 - \$27,233 |
| General Maintenance | AC-3 | 4.00 | 4.00 | 3.00 | \$25,193 - \$29,674 |
| HVAC Technician | AC-6 | 1.00 | 1.00 | 1.00 | \$35,114 - \$45,154 |
| Carpenter | AC-6 | 1.00 | 1.00 | 1.00 | \$35,114 - \$45,154 |
| Craftsman | AC-5 | 1.00 | 1.00 | 1.00 | \$30,588 - \$37,646 |
| Plumber | AC-6 | 0.00 | 0.00 | 1.00 | \$35,114 - \$45,154 |
| Electrician | AC-6 | 1.00 | 1.00 | 1.00 | \$35,114 - \$45,154 |
| Building Monitor | Sch C | 0.00 | 0.00 | 0.40 | \$6.28/hr. |
| Subtotal: | | 49.96 | 49.95 | 50.10 | |

HUMAN SERVICESBoard of Health

| | | | | | |
|----------------------------|-------|-------------|-------------|-------------|---------------------|
| Director | M-2 | 0.80 | 0.80 | 1.00 | \$46,510 - \$55,507 |
| Environmental Health Agent | T-15 | 1.00 | 1.00 | 1.00 | \$33,972 - \$45,080 |
| Nutritionist | T-14 | 0.75 | 0.75 | 0.60 | \$31,450 - \$41,736 |
| Public Health Nurse | T-15 | 1.25 | 1.25 | 1.17 | \$33,972 - \$45,080 |
| Administrative Assistant | T-9 | 1.00 | 1.00 | 1.00 | \$22,564 - \$29,764 |
| Animal Inspector | Sch C | | | | \$1500 |
| Subtotal: | | 4.72 | 4.80 | 4.77 | |

Veterans Services

| | | | | | |
|------------------------|-----|-------------|-------------|-------------|---------------------|
| Director | M-1 | 0.53 | 0.53 | 0.53 | \$40,581 - \$48,431 |
| Department Assistant 3 | T-8 | 0.53 | 0.53 | 0.53 | \$20,857 - \$27,496 |
| Subtotal: | | 1.06 | 1.06 | 1.06 | |

Youth Commission

| | | | | | |
|------------------------|------|-------------|-------------|-------------|---------------------|
| Director | M-1 | 1.00 | 1.00 | 1.00 | \$40,581 - \$48,431 |
| Social Worker | T-12 | 1.00 | 1.00 | 1.00 | \$26,976 - \$35,796 |
| Senior Social Worker | T-13 | 0.61 | 0.61 | 0.80 | \$29,120 - \$38,642 |
| Department Assistant 3 | T-8 | 0.00 | 0.40 | 0.40 | \$20,857 - \$27,496 |
| Subtotal: | | 2.61 | 3.01 | 3.20 | |

997 ANNUAL TOWN MEETING WARRANT

TOWN OF NEEDHAM, MASSACHUSETTS

| <u>TITLE</u> | <u>GRADE</u> | <u>FUNDED FY95</u> | <u>FUNDED FY96</u> | <u>FUNDED FY97</u> | <u>ANNUALIZED SALARY RANGE</u> |
|-------------------------------------|--------------|------------------------|------------------------|------------------------|------------------------------------|
| <u>Council on Aging</u> | | | | | |
| Executive Director | M-1 | 1.00 | 1.00 | 1.00 | \$40,581 - \$48,431 |
| Associate Director | T-13 | 1.00 | 1.00 | 1.00 | \$29,120 - \$38,642 |
| Outreach Worker | T-12 | 1.00 | 1.00 | 1.00 | \$26,976 - \$35,796 |
| Department Assistant 2 | T-7 | 1.28 | 1.28 | 1.20 | \$19,400 - \$25,566 |
| Program Coordinator | Sch C | 0.26 | 0.19 | 0.20 | \$13.23/hr. |
| Assistant | Sch C | 0.00 | 0.07 | 0.07 | \$10.28/hr. |
| Assistant Program Coordinator | Sch C | 0.00 | 0.00 | 1.17 | \$11.61/hr |
| Recording Secretary | Sch C | 0.04 | 0.04 | 0.04 | \$12.75/hr. |
| Subtotal: | | 4.58 | 4.58 | 5.68 | |
| <u>DEVELOPMENT</u> | | | | | |
| <u>Planning Board</u> | | | | | |
| Director | M-2 | 1.00 | 1.00 | 1.00 | \$46,510 - \$55,507 |
| Administrative Assistant | T-9 | 1.00 | 1.00 | 1.00 | \$24,274 - \$32,030 |
| Subtotal: | | 2.00 | 2.00 | 2.00 | |
| <u>Conservation Commission</u> | | | | | |
| Conservation Agent | Sch C | | | | \$14.68/hr. |
| <u>Board of Appeals</u> | | | | | |
| Committee Secretary | Sch C | | | | \$12.75/hr. |
| <u>CULTURE AND LEISURE SERVICES</u> | | | | | |
| <u>Library</u> | | | | | |
| Director | M-2 | 1.00 | 1.00 | 1.00 | \$46,510 - \$55,507 |
| Assistant Director | S-15 | 1.00 | 1.00 | 1.00 | \$33,801 - \$44,852 |
| Reference Supervisor | S-14 | 1.00 | 1.00 | 1.00 | \$31,291 - \$41,525 |
| Childrens Librarian | S-13 | 1.00 | 1.00 | 1.00 | \$28,973 - \$38,447 |
| Cataloger | S-13 | 1.00 | 1.00 | 1.00 | \$28,973 - \$38,447 |
| Reference Librarian | S-12 | 1.00 | 1.00 | 1.00 | \$26,839 - \$35,616 |
| Circulation Supervisor | S-10 | 1.00 | 1.00 | 1.00 | \$24,152 - \$31,868 |
| Assistant Children's Librarian | S-9 | 1.00 | 1.00 | 1.00 | \$22,450 - \$29,614 |
| Assistant Cataloger | S-9 | 1.00 | 1.00 | 1.00 | \$22,450 - \$29,614 |
| Department Assistant 3 | T-8 | 1.00 | 1.00 | 1.00 | \$29,274 - \$32,030 |
| Library Assistant 2 | S-7 | 2.00 | 2.00 | 2.00 | \$19,302 - \$25,437 |
| Reference Librarian P/T | Sch C | 1.20 | 1.37 | 1.37 | \$13.36/hr. |
| Library Assistant 2 P/T | Sch C | 4.33 | 4.22 | 4.22 | \$9.60/hr. |
| Page | Sch C | 2.50 | 2.61 | 2.61 | \$5.55/hr. - \$5.89/hr. |
| Subtotal: | | 20.03 | 20.20 | 20.20 | |
| <u>Park & Recreation</u> | | | | | |
| Director | M-2 | 1.00 | 1.00 | 1.00 | \$46,510 - \$55,507 |
| Assistant Director | T-13 | 1.00 | 1.00 | 1.00 | \$29,120 - \$38,642 |
| Administrative Assistant | T-9 | 1.00 | 1.00 | 1.00 | \$22,564 - \$29,764 |
| Department Assistant 2 | T-7 | 0.53 | 0.53 | 1.00 | \$19,400 - \$25,566 |
| Subtotal: | | 3.53 | 3.53 | 4.00 | |
| GRAND TOTAL: | | 334.78 | 335.52 | 343.15 | |

NEEDHAM PUBLIC SCHOOLS SALARY AND STAFFING SCHEDULE

| <u>CLASSIFICATION</u> | <u>EMPLOYEES</u> | <u>NUMBER OF EQUIVALENCY</u> | <u>FULL TIME MINIMUM</u> | <u>MAXIMUM</u> |
|-------------------------------|------------------|----------------------------------|------------------------------|----------------|
| Superintendent | 1 | 1 | | \$96,232 yr. |
| Asst. Superintendent | 1 | 1 | | \$81,527 yr. |
| Adm. of Business Services | 1 | 1 | | \$60,000 yr. |
| Dir. Pupil Personnel | 1 | 1 | | \$71,750 yr. |
| Academic Advisors | 44 | 2.8 | \$ 795.00 yr | \$ 2,763 yr |
| Coaches/Asst. Coaches | 61 | | \$ 1,183.00 yr | \$ 6,100 yr |
| Nurse | 7 | 5.1 | \$25,444.00 yr | \$33,765 yr |
| Transportation Coordinator | 1 | 1 | \$16.95 | \$ 20.31 |
| Media Technician/Aide | 3 | 3 | \$17.43 | \$ 21.42 |
| Teacher | 313 | 290.45 | \$27,772.00 | \$58,082.00 |
| Elementary Assist. Principal | 1 | 1 | \$44,067.00 | \$62,235. |
| M.S. House Administrator | 2 | 2 | \$52917.00 | \$69,563 |
| Director | 4 | 3.4 | \$48,290.00 | \$68,368 |
| Dir. of Special Education | 2 | 2 | \$49,399.00 | \$69,507 |
| Elementary Principal | 5 | 5 | \$67,000.00 | \$71,440 |
| H.S. Asst. Principal | 1 | 1 | \$50,825.00 | \$72,389 |
| Middle School Principal | 1 | 1 | | \$75,555 |
| High School Principal | 1 | 1 | | \$81,277 |
| Department Chairs | 4 | 2.4 | \$46,742.00 | \$66,281 |
| School Aide | 13 | 7.5 | \$7.03 | \$9.06 |
| Mail Carrier | 1 | .5 | | \$9.18 |
| Secretary | 38 | 36 | \$10.43 | \$17.56 |
| Note taker (School Committee) | 10 hrs/ mo | | | \$15.87 |
| Accounting Clerk/Supervisor | 2 | 2 | \$12.43 | \$17.22 |
| Payroll Clerk/Supervisor | 2 | 2 | \$12.43 | \$17.22 |
| Warehouse person | 1 | 1 | \$14.90 | \$18.10 |
| Special Ed. Aides | 82 | 75 | \$11.26 | \$18.63 |
| Administrative Assistant | 2 | 2 | \$16.95 | \$24.25 |
| Bus Driver | 1 | 1 | | \$11.99 |
| Long Term Substitute | 3 | 3 | | \$70.7 |

NOTES

**Needham Board of Selectmen
1471 Highland Avenue
Needham, MA 02192**

**BULK RATE
US Postal Permit
Boston, MA
Permit No. 58224**

NEEDHAM RESIDENT

SPECIAL TOWN MEETING

WARRANT



TOWN OF NEEDHAM

WEDNESDAY, MAY 14, 1997

7:30 P. M.

NEWMAN SCHOOL

CENTRAL AVENUE

NEEDHAM

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

To either of the Constables in the Town of Needham in said County, Greetings:

In the name of the Commonwealth of Massachusetts, you are hereby required to notify and warn the inhabitants of the Town of Needham qualified to vote in elections and in Town affairs to meet at the Newman Elementary School in said Town on

WEDNESDAY, THE FOURTEENTH OF MAY 1997

at seven-thirty o'clock in the afternoon, then and there to act upon the following articles, viz:

ARTICLE 1: AMEND THE FISCAL YEAR 1997 BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1997 Operating Budget adopted under Article 21 of the 1996 Annual Town Meeting and amended at the October 1996 Special Town Meeting; by deleting the amounts of money appropriated under some of the line items and appropriating new amounts;

| <u>Line</u> <u>Item</u> | <u>Appropriation</u> | <u>Changing From</u> | <u>Changing To</u> |
|--|---------------------------------------|-----------------------------|---------------------------|
| 114 | Personnel Bd, Purchase of Service | \$ 2,500 | \$ 10,000 |
| 115 | Personnel Bd, Merit Bonus | 7,500 | 0 |
| 208 | Finance, Capital Outlay | 30,850 | 33,750 |
| 211 | Finance Comm., Reserve Fund | 508,000 | 358,000 |
| 507 | Building Maint., Salaries | 1,604,674 | 1,578,794 |
| 508 | Building Maint., Purchase of Service | 1,139,653 | 1,131,483 |
| 509 | Building Maint., Expenses | 215,225 | 249,275 |
| 608 | Youth Comm., Salaries | 115,006 | 112,106 |
| 609 | Youth Comm., Purchase of Service | 2,140 | 2,640 |
| 610 | Youth Comm., Expenses | 2,650 | 2,150 |
| 613 | Council on Aging, Purchase of Service | 11,500 | 11,800 |
| 614 | Council on Aging, Expense | 3,600 | 3,300 |
| 702 | Planning Bd., Purchase of Service | 2,960 | 3,660 |
| 703 | Planning Bd., Expenses | 1,947 | 1,247 |

or take any other action relative thereto.

INSERTED BY: Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 2: AMEND THE FISCAL YEAR 1997 WASTEWATER ENTERPRISE FUND BUDGET (SEWER)

To see if the Town will vote to amend and supersede certain parts of the 1997 Wastewater Enterprise Fund Budget adopted under Article 23 of the 1996 Annual Town Meeting and amended

at the October 1996 Special Town Meeting, by deleting the amounts of money appropriated under some line items and appropriating new amounts; \$4,500 to be raised from the Wastewater Enterprise Fund Retained Earnings;

Line

| <u>Item</u> | <u>Appropriation</u> | <u>Changing From</u> | <u>Changing To</u> |
|--------------------|-----------------------------|-----------------------------|---------------------------|
| 901 | Salaries | \$413,693 | \$343,693 |
| 902 | Purchase of Service | 94,779 | 109,779 |
| 904 | Capital Outlay | 0 | 4,500 |
| 906 | Emergency Repairs | 20,000 | 75,000 |

or take any other action relative thereto.

INSERTED BY: Board of Selectmen/Finance Committee

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 3: **ACCEPT CHESTNUT STREET AS A PUBLIC TOWN WAY (STATE TURN-BACK PROGRAM)**

To see if the Town will vote to accept as a public way of the Town of Needham, that portion of Chestnut Street from the beginning of the State Highway (Marsh Road) to the Needham/Dover town line, upon completion of construction improvements by the Massachusetts Highway Department; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 4: **APPROPRIATE FOR RECYCLING EXPANSION**

To see if the Town will vote to raise and appropriate the sum of \$475,000 for the recycling expansion at the Town Recycling and Transfer Station, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$475,000 for a period of up to 20 years under G. L. Chapter 44, Section 8; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 5: **APPROPRIATE FOR COMPUTER UPGRADE**

To see if the Town will vote to raise and appropriate the sum of \$60,000 to upgrade the Town's main computer, to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen

FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 6: APPROPRIATE FOR SCHOOL/TOWN DATA NETWORK

To see if the Town will vote to raise and appropriate the sum of \$62,000 to upgrade the School/Town computer network, to be spent under the direction of the School Committee and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

ARTICLE 7: APPROPRIATE FOR FIRE ALARM CABLE RUN

To see if the Town will vote to raise and appropriate the sum of \$28,000 for replacement of Fire Department Alarm Cabling, to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

INSERTED BY: Board of Selectmen
FINANCE COMMITTEE RECOMMENDS THAT: Recommendation Deferred

And you are hereby directed to serve this Warrant by posting copies thereof in not less than twenty public places in said Town at least fourteen (14) days before said meeting.

Hereof fail not and make due return of this Warrant with your doings thereon unto our Town Clerk on or after said day and hour.

Given under our hands at Needham aforesaid this twenty-second day of April 1997

Daniel P. Matthews, Chairman
John H. Cogswell, Vice Chairman
William M. Powers, Clerk
John D. Marr, Jr.
Paul Theodore Owens

Selectmen of Needham

A TRUE COPY
Attest:
Constable:

**Town Clerk's Office
Needham, MA 02192**

ATTN: SPECIAL TOWN MEETING WARRANT

TOWN OF NEEDHAM



FISCAL YEAR 1997

TOWN CLERK'S RECORDS

OF THE

STATE PRIMARY

Tuesday, September 17, 1996

SPECIAL TOWN MEETING

Monday, October 28, 1996

STATE ELECTION

Tuesday, November 5, 1996

SPECIAL TOWN MEETING

Monday, February 3, 1997

ANNUAL TOWN ELECTION

Monday, April 14, 1997

RECOUNT - BALLOT QUESTION

Saturday, May 3, 1997

ANNUAL TOWN MEETING

Monday, May 5, 1997

SPECIAL TOWN MEETING

Wednesday, May 14, 1997

RECORD OF THE STATE PRIMARY

The ballot box returns in the Precincts were as follows:

Tuesday, September 17, 1996

Pursuant to a Warrant issued by the Selectmen July 16, 1996 the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Tuesday, the seventeenth day of September in the year 1996 at seven o'clock in the forenoon for the purpose of nominating State and County officers. The polls remained open until 8:00 o'clock in the afternoon.

The meeting was called to order and the Warrant and the Officer's Return were read by the Wardens of the Precincts.

The ballot boxes were inspected and found to be empty and with the zero report printed. The boxes were then locked and the keys delivered to the Police Officers in attendance.

The ballot clerks were sworn to the faithful performance of their duties by their respective Wardens.

The polling places had been designated as follows:

- Precinct A - Hillside School - Gymnasium
- Precinct B - Hillside School - Gymnasium
- Precinct C - Newman School - Gymnasium
- Precinct D - High Rock School (Rashi School) - Gym
- Precinct E - Pollard Middle School - Room 226
- Precinct F - Stephen Palmer Community Room
- Precinct G - Broadmeadow School - Gymnasium
- Precinct H - Broadmeadow School - Gymnasium
- Precinct I - William Mitchell School - Gymnasium
- Precinct J - William Mitchell School - Gymnasium

The polls were opened at seven o'clock in the forenoon and were kept open until eight o'clock in the afternoon.

Cards of instruction and specimen ballots were posted as required by Section 48, Chapter 54 of the General Laws.

| <u>PRECINCTS</u> | <u>A</u> | <u>B</u> | <u>C</u> | <u>D</u> | <u>E</u> |
|------------------|----------|----------|----------|----------|----------|
| 7:00 A.M. | 0 | 0 | 0 | 0 | 0 |
| 8:00 A.M. | 17 | 9 | 8 | 3 | 11 |
| 9:00 A.M. | 25 | 13 | 11 | 16 | 16 |
| 10:00 A.M. | 26 | 19 | 15 | 20 | 23 |
| 11:00 A.M. | 30 | 24 | 46 | 25 | 30 |
| 12:00 NOON | 35 | 32 | 49 | 30 | 39 |
| 1:00 P.M. | 36 | 33 | 52 | 32 | 46 |
| 2:00 P.M. | 41 | 38 | 60 | 40 | 52 |
| 3:00 P.M. | 49 | 44 | 62 | 46 | 57 |
| 4:00 P.M. | 51 | 49 | 77 | 50 | 61 |
| 5:00 P.M. | 56 | 63 | 86 | 65 | 70 |
| 6:00 P.M. | 59 | 72 | 104 | 71 | 84 |
| 7:00 P.M. | 68 | 79 | 122 | 81 | 96 |
| 8:00 P.M. | 80 | 85 | 128 | 84 | 108 |

| <u>PRECINCTS</u> | <u>F</u> | <u>G</u> | <u>H</u> | <u>I</u> | <u>J</u> |
|------------------|----------|----------|----------|----------|----------|
| 7:00 A.M. | 0 | 0 | 0 | 0 | 1 |
| 8:00 A.M. | 27 | 25 | 8 | 16 | 1 |
| 9:00 A.M. | 42 | 34 | 23 | 24 | 24 |
| 10:00 A.M. | 49 | 39 | 33 | 29 | 33 |
| 11:00 A.M. | 57 | 45 | 40 | 34 | 35 |
| 12:00 NOON | 71 | 50 | 52 | 41 | 39 |
| 1:00 P.M. | 82 | 54 | 58 | 45 | 43 |
| 2:00 P.M. | 91 | 65 | 73 | 48 | 51 |
| 3:00 P.M. | 99 | 65 | 85 | 51 | 60 |
| 4:00 P.M. | 109 | 72 | 103 | 58 | 68 |
| 5:00 P.M. | 120 | 82 | 115 | 63 | 83 |
| 6:00 P.M. | 134 | 98 | 126 | 80 | 102 |
| 7:00 P.M. | 156 | 104 | 133 | 92 | 121 |
| 8:00 P.M. | 163 | 112 | 146 | 103 | 140 |

The Town Clerk upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 9:45 P.M., September 17, 1996.

The total number of votes cast was as follows:

| | <u>Republican</u> | <u>Democrat</u> | <u>Libertarian</u> | <u>Total</u> |
|------------|-------------------|-----------------|--------------------|--------------|
| Precinct A | 26 | 54 | 0 | 80 |
| Precinct B | 46 | 40 | 0 | 86 |
| Precinct C | 67 | 61 | 0 | 128 |
| Precinct D | 47 | 37 | 0 | 84 |
| Precinct E | 57 | 51 | 0 | 108 |
| Precinct F | 68 | 95 | 0 | 163 |
| Precinct G | 52 | 60 | 0 | 112 |
| Precinct H | 69 | 77 | 0 | 146 |
| Precinct I | 52 | 51 | 0 | 103 |
| Precinct J | 80 | 60 | 0 | 140 |

(The absentee ballots are included in the Total Vote)
TOTAL VOTE CAST - 1,150
(6.37% of Registered Voters)

The result of the balloting was as follows:

| | <u>A</u> | <u>B</u> | <u>C</u> | <u>D</u> | <u>E</u> | <u>F</u> | <u>G</u> | <u>H</u> | <u>I</u> | <u>I</u> | <u>TOTAL</u> |
|---|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|--------------|
| <u>REPUBLICAN PARTY</u> | | | | | | | | | | | |
| Total # of Votes Cast | 26 | 46 | 67 | 47 | 57 | 68 | 52 | 69 | 52 | 80 | 564 |
| <u>SENATOR IN CONGRESS</u> | | | | | | | | | | | |
| William F. Weld | 24 | 42 | 64 | 42 | 49 | 64 | 44 | 61 | 37 | 69 | 496 |
| Scattered Write-Ins | - | - | 1 | 1 | - | 2 | - | - | 1 | 3 | 8 |
| Blanks | 2 | 4 | 2 | 4 | 8 | 2 | 8 | 8 | 14 | 8 | 60 |
| <u>REPRESENTATIVE IN CONGRESS (Ninth District)</u> | | | | | | | | | | | |
| Paul V.Gryska | 20 | 34 | 52 | 41 | 48 | 59 | 43 | 50 | 38 | 68 | 453 |
| Scattered Write-Ins | 1 | - | - | - | - | - | - | - | - | 1 | 2 |
| Blanks | 5 | 12 | 15 | 6 | 9 | 9 | 9 | 19 | 14 | 11 | 109 |
| <u>COUNCILLOR (Second District)</u> | | | | | | | | | | | |
| No Nomination | | | | | | | | | | | |
| Scattered Write-Ins | 2 | 5 | 8 | 5 | 6 | 4 | 4 | 13 | 4 | 5 | 56 |
| Blanks | 24 | 41 | 59 | 42 | 51 | 64 | 48 | 56 | 48 | 75 | 508 |
| <u>SENATOR IN GENERAL COURT (Norfolk, Bristol & Middlesex District)</u> | | | | | | | | | | | |
| Thomas H. Flanagan, Jr. | 20 | 34 | 55 | 39 | 43 | 59 | 42 | 50 | 37 | 66 | 445 |
| Scattered Write-Ins | - | - | - | - | - | - | - | - | - | 1 | 1 |
| Blanks | 6 | 12 | 12 | 8 | 14 | 9 | 10 | 19 | 15 | 13 | 118 |
| <u>REPRESENTATIVE IN GENERAL COURT (Thirteenth Norfolk District)</u> | | | | | | | | | | | |
| Robert H. Sullivan | 21 | 37 | 55 | 39 | 48 | 53 | 45 | 53 | 37 | 69 | 457 |
| Scattered Write-Ins | - | - | - | - | - | - | - | - | - | 1 | 1 |
| Blanks | 5 | 9 | 12 | 8 | 9 | 15 | 7 | 16 | 15 | 10 | 106 |
| <u>REGISTER OF PROBATE (Norfolk County)</u> | | | | | | | | | | | |
| No Nomination | | | | | | | | | | | |
| Write-In: R. Janice Connolly | 7 | 16 | 23 | 27 | 25 | 28 | 20 | 24 | 22 | 36 | 228 |
| Scattered Write-Ins | - | 1 | 4 | 2 | 4 | 3 | 3 | 4 | 3 | - | 24 |
| Blanks | 19 | 29 | 40 | 18 | 28 | 37 | 29 | 41 | 27 | 44 | 312 |
| <u>COUNTY TREASURER (Norfolk County)</u> | | | | | | | | | | | |
| Robert D. Hall, Jr. | 21 | 36 | 51 | 38 | 48 | 57 | 39 | 56 | 41 | 61 | 448 |
| Scattered Write-Ins | - | - | 1 | - | - | 1 | 1 | - | 1 | 3 | 7 |
| Blanks | 5 | 10 | 15 | 9 | 9 | 10 | 12 | 13 | 10 | 16 | 109 |
| <u>COUNTY COMMISSIONER (Norfolk County)(Vote for Two)</u> | | | | | | | | | | | |
| No Nomination | | | | | | | | | | | |
| Write-In: | | | | | | | | | | | |
| Paul D. McDonough | 8 | 17 | 25 | 27 | 27 | 29 | 23 | 25 | 27 | 40 | 248 |
| Scattered Write-Ins | 2 | 1 | 4 | 7 | 2 | 4 | 4 | 5 | - | 1 | 30 |
| Blanks | 42 | 74 | 105 | 60 | 85 | 103 | 77 | 119 | 77 | 119 | 850 |

| | <u>A</u> | <u>B</u> | <u>C</u> | <u>D</u> | <u>E</u> | <u>F</u> | <u>G</u> | <u>H</u> | <u>I</u> | <u>I</u> | <u>TOTAL</u> |
|--|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|--------------|
| <u>DEMOCRATIC PARTY</u> | | | | | | | | | | | |
| Total # of Votes Cast | 54 | 40 | 61 | 37 | 51 | 95 | 60 | 77 | 51 | 60 | 586 |
| <u>SENATOR IN CONGRESS</u> | | | | | | | | | | | |
| John F. Kerry | 46 | 33 | 48 | 31 | 39 | 81 | 45 | 54 | 40 | 52 | 469 |
| Scattered Write-Ins | 2 | 3 | - | 3 | 2 | 1 | 1 | 1 | 1 | 2 | 16 |
| Blanks | 6 | 4 | 13 | 3 | 10 | 13 | 14 | 22 | 10 | 6 | 101 |
| <u>REPRESENTATIVE IN CONGRESS (Ninth District)</u> | | | | | | | | | | | |
| John Joseph Moakley | 47 | 37 | 50 | 30 | 46 | 79 | 52 | 57 | 42 | 49 | 489 |
| Scattered Write-Ins | 1 | - | 1 | - | - | 1 | 2 | - | - | - | 5 |
| Blanks | 6 | 3 | 10 | 7 | 5 | 15 | 6 | 20 | 9 | 11 | 92 |
| <u>COUNCILLOR (Second District)</u> | | | | | | | | | | | |
| Kelley A. Timilty | 42 | 30 | 37 | 21 | 34 | 61 | 39 | 50 | 38 | 44 | 396 |
| Scattered Write-Ins | 1 | - | 1 | - | - | 1 | 1 | - | - | - | 4 |
| Blanks | 11 | 10 | 23 | 16 | 17 | 33 | 20 | 27 | 13 | 16 | 186 |
| <u>SENATOR IN GENERAL COURT (Norfolk, Bristol & Middlesex)BU</u> | | | | | | | | | | | |
| Sheryl Ann Jacques | 42 | 30 | 50 | 26 | 37 | 74 | 48 | 54 | 39 | 48 | 448 |
| Scattered Write-Ins | 1 | 1 | 1 | 1 | 2 | 2 | 1 | - | - | 2 | 11 |
| Blanks | 11 | 9 | 10 | 10 | 12 | 19 | 11 | 23 | 12 | 10 | 127 |
| <u>REPRESENTATIVE IN GENERAL COURT (Thirteenth Norfolk District)</u> | | | | | | | | | | | |
| Ida E. Harkins | 50 | 33 | 51 | 30 | 39 | 72 | 50 | 58 | 38 | 49 | 470 |
| Scattered Write-Ins | - | 1 | 1 | - | 1 | 3 | 1 | - | - | 2 | 9 |
| Blanks | 4 | 6 | 9 | 7 | 11 | 20 | 9 | 19 | 13 | 9 | 107 |
| <u>REGISTER OF PROBATE (Norfolk County)</u> | | | | | | | | | | | |
| Thomas Patrick Hughes | 46 | 31 | 36 | 22 | 35 | 64 | 41 | 49 | 34 | 43 | 401 |
| Scattered Write-Ins | 1 | 1 | 1 | - | 1 | 1 | 1 | - | - | 1 | 7 |
| Blanks | 7 | 8 | 24 | 15 | 15 | 30 | 18 | 28 | 17 | 16 | 178 |
| <u>COUNTY TREASURER (Norfolk County)</u> | | | | | | | | | | | |
| Timothy P. Cahill | 9 | 4 | 11 | 10 | 11 | 19 | 17 | 14 | 5 | 14 | 114 |
| Gary D. Jones | 19 | 16 | 19 | 9 | 9 | 29 | 12 | 17 | 14 | 17 | 161 |
| Michael J. Joyce | 13 | 11 | 13 | 5 | 10 | 13 | 13 | 20 | 16 | 11 | 125 |
| John D. Vozzella | 6 | 5 | 6 | 5 | 11 | 14 | 10 | 13 | 10 | 7 | 87 |
| Scattered Write-Ins | 1 | - | - | - | - | 1 | - | - | - | - | 2 |
| Blanks | 6 | 4 | 12 | 8 | 10 | 19 | 8 | 13 | 6 | 11 | 97 |
| <u>COUNTY COMMISSIONER (Norfolk County)(Vote for Two)</u> | | | | | | | | | | | |
| John Gillis | 25 | 21 | 28 | 17 | 24 | 49 | 23 | 37 | 29 | 26 | 279 |
| William P. O'Donnell | 32 | 25 | 36 | 18 | 28 | 44 | 37 | 44 | 28 | 26 | 318 |
| Scattered Write-Ins | 2 | 2 | - | - | 3 | 4 | - | 1 | - | - | 12 |
| Blanks | 49 | 32 | 58 | 39 | 47 | 93 | 60 | 72 | 45 | 68 | 563 |

The result of the balloting was as follows:

| | <u>A</u> | <u>B</u> | <u>C</u> | <u>D</u> | <u>E</u> | <u>F</u> | <u>G</u> | <u>H</u> | <u>I</u> | <u>I</u> | <u>TOTAL</u> |
|---|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|--------------|
| <u>REPUBLICAN PARTY</u> | | | | | | | | | | | |
| Total # of Votes Cast | 26 | 46 | 67 | 47 | 57 | 68 | 52 | 69 | 52 | 80 | 564 |
| <u>SENATOR IN CONGRESS</u> | | | | | | | | | | | |
| William F. Weld | 24 | 42 | 64 | 42 | 49 | 64 | 44 | 61 | 37 | 69 | 496 |
| Scattered Write-Ins | - | - | 1 | 1 | - | 2 | - | - | 1 | 3 | 8 |
| Blanks | 2 | 4 | 2 | 4 | 8 | 2 | 8 | 8 | 14 | 8 | 60 |
| <u>REPRESENTATIVE IN CONGRESS (Ninth District)</u> | | | | | | | | | | | |
| Paul V.Gryska | 20 | 34 | 52 | 41 | 48 | 59 | 43 | 50 | 38 | 68 | 453 |
| Scattered Write-Ins | 1 | - | - | - | - | - | - | - | - | 1 | 2 |
| Blanks | 5 | 12 | 15 | 6 | 9 | 9 | 9 | 19 | 14 | 11 | 109 |
| <u>COUNCILLOR (Second District)</u> | | | | | | | | | | | |
| No Nomination | | | | | | | | | | | |
| Scattered Write-Ins | 2 | 5 | 8 | 5 | 6 | 4 | 4 | 13 | 4 | 5 | 56 |
| Blanks | 24 | 41 | 59 | 42 | 51 | 64 | 48 | 56 | 48 | 75 | 508 |
| <u>SENATOR IN GENERAL COURT (Norfolk, Bristol & Middlesex District)</u> | | | | | | | | | | | |
| Thomas H. Flanagan, Jr. | 20 | 34 | 55 | 39 | 43 | 59 | 42 | 50 | 37 | 66 | 445 |
| Scattered Write-Ins | - | - | - | - | - | - | - | - | - | 1 | 1 |
| Blanks | 6 | 12 | 12 | 8 | 14 | 9 | 10 | 19 | 15 | 13 | 118 |
| <u>REPRESENTATIVE IN GENERAL COURT (Thirteenth Norfolk District)</u> | | | | | | | | | | | |
| Robert H. Sullivan | 21 | 37 | 55 | 39 | 48 | 53 | 45 | 53 | 37 | 69 | 457 |
| Scattered Write-Ins | - | - | - | - | - | - | - | - | - | 1 | 1 |
| Blanks | 5 | 9 | 12 | 8 | 9 | 15 | 7 | 16 | 15 | 10 | 106 |
| <u>REGISTER OF PROBATE (Norfolk County)</u> | | | | | | | | | | | |
| No Nomination | | | | | | | | | | | |
| Write-In: R. Janice Connolly | 7 | 16 | 23 | 27 | 25 | 28 | 20 | 24 | 22 | 36 | 228 |
| Scattered Write-Ins | - | 1 | 4 | 2 | 4 | 3 | 3 | 4 | 3 | - | 24 |
| Blanks | 19 | 29 | 40 | 18 | 28 | 37 | 29 | 41 | 27 | 44 | 312 |
| <u>COUNTY TREASURER (Norfolk County)</u> | | | | | | | | | | | |
| Robert D. Hall, Jr. | 21 | 36 | 51 | 38 | 48 | 57 | 39 | 56 | 41 | 61 | 448 |
| Scattered Write-Ins | - | - | 1 | - | - | 1 | 1 | - | 1 | 3 | 7 |
| Blanks | 5 | 10 | 15 | 9 | 9 | 10 | 12 | 13 | 10 | 16 | 109 |
| <u>COUNTY COMMISSIONER (Norfolk County)(Vote for Two)</u> | | | | | | | | | | | |
| No Nomination | | | | | | | | | | | |
| Write-In: | | | | | | | | | | | |
| Paul D. McDonough | 8 | 17 | 25 | 27 | 27 | 29 | 23 | 25 | 27 | 40 | 248 |
| Scattered Write-Ins | 2 | 1 | 4 | 7 | 2 | 4 | 4 | 5 | - | 1 | 30 |
| Blanks | 42 | 74 | 105 | 60 | 85 | 103 | 77 | 119 | 77 | 119 | 850 |

| | <u>A</u> | <u>B</u> | <u>C</u> | <u>D</u> | <u>E</u> | <u>F</u> | <u>G</u> | <u>H</u> | <u>I</u> | <u>I</u> | <u>TOTAL</u> |
|--|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|--------------|
| <u>DEMOCRATIC PARTY</u> | | | | | | | | | | | |
| Total # of Votes Cast | 54 | 40 | 61 | 37 | 51 | 95 | 60 | 77 | 51 | 60 | 586 |
| <u>SENATOR IN CONGRESS</u> | | | | | | | | | | | |
| John F. Kerry | 46 | 33 | 48 | 31 | 39 | 81 | 45 | 54 | 40 | 52 | 469 |
| Scattered Write-Ins | 2 | 3 | - | 3 | 2 | 1 | 1 | 1 | 1 | 2 | 16 |
| Blanks | 6 | 4 | 13 | 3 | 10 | 13 | 14 | 22 | 10 | 6 | 101 |
| <u>REPRESENTATIVE IN CONGRESS (Ninth District)</u> | | | | | | | | | | | |
| John Joseph Moakley | 47 | 37 | 50 | 30 | 46 | 79 | 52 | 57 | 42 | 49 | 489 |
| Scattered Write-Ins | 1 | - | 1 | - | - | 1 | 2 | - | - | - | 5 |
| Blanks | 6 | 3 | 10 | 7 | 5 | 15 | 6 | 20 | 9 | 11 | 92 |
| <u>COUNCILLOR (Second District)</u> | | | | | | | | | | | |
| Kelley A. Timilty | 42 | 30 | 37 | 21 | 34 | 61 | 39 | 50 | 38 | 44 | 396 |
| Scattered Write-Ins | 1 | - | 1 | - | - | 1 | 1 | - | - | - | 4 |
| Blanks | 11 | 10 | 23 | 16 | 17 | 33 | 20 | 27 | 13 | 16 | 186 |
| <u>SENATOR IN GENERAL COURT (Norfolk, Bristol & Middlesex)BU</u> | | | | | | | | | | | |
| Cheryl Ann Jacques | 42 | 30 | 50 | 26 | 37 | 74 | 48 | 54 | 39 | 48 | 448 |
| Scattered Write-Ins | 1 | 1 | 1 | 1 | 2 | 2 | 1 | - | - | 2 | 11 |
| Blanks | 11 | 9 | 10 | 10 | 12 | 19 | 11 | 23 | 12 | 10 | 127 |
| <u>REPRESENTATIVE IN GENERAL COURT (Thirteenth Norfolk District)</u> | | | | | | | | | | | |
| Lida E. Harkins | 50 | 33 | 51 | 30 | 39 | 72 | 50 | 58 | 38 | 49 | 470 |
| Scattered Write-Ins | - | 1 | 1 | - | 1 | 3 | 1 | - | - | 2 | 9 |
| Blanks | 4 | 6 | 9 | 7 | 11 | 20 | 9 | 19 | 13 | 9 | 107 |
| <u>REGISTER OF PROBATE (Norfolk County)</u> | | | | | | | | | | | |
| Thomas Patrick Hughes | 46 | 31 | 36 | 22 | 35 | 64 | 41 | 49 | 34 | 43 | 401 |
| Scattered Write-Ins | 1 | 1 | 1 | - | 1 | 1 | 1 | - | - | 1 | 7 |
| Blanks | 7 | 8 | 24 | 15 | 15 | 30 | 18 | 28 | 17 | 16 | 178 |
| <u>COUNTY TREASURER (Norfolk County)</u> | | | | | | | | | | | |
| Timothy P. Cahill | 9 | 4 | 11 | 10 | 11 | 19 | 17 | 14 | 5 | 14 | 114 |
| Gary D. Jones | 19 | 16 | 19 | 9 | 9 | 29 | 12 | 17 | 14 | 17 | 161 |
| Michael J. Joyce | 13 | 11 | 13 | 5 | 10 | 13 | 13 | 20 | 16 | 11 | 125 |
| John D. Vozzella | 6 | 5 | 6 | 5 | 11 | 14 | 10 | 13 | 10 | 7 | 87 |
| Scattered Write-Ins | 1 | - | - | - | - | 1 | - | - | - | - | 2 |
| Blanks | 6 | 4 | 12 | 8 | 10 | 19 | 8 | 13 | 6 | 11 | 97 |
| <u>COUNTY COMMISSIONER (Norfolk County)(Vote for Two)</u> | | | | | | | | | | | |
| John Gillis | 25 | 21 | 28 | 17 | 24 | 49 | 23 | 37 | 29 | 26 | 279 |
| William P. O'Donnell | 32 | 25 | 36 | 18 | 28 | 44 | 37 | 44 | 28 | 26 | 318 |
| Scattered Write-Ins | 2 | 2 | - | - | 3 | 4 | - | 1 | - | - | 12 |
| Blanks | 49 | 32 | 58 | 39 | 47 | 93 | 60 | 72 | 45 | 68 | 563 |

| | <u>A</u> | <u>B</u> | <u>C</u> | <u>D</u> | <u>E</u> | <u>F</u> | <u>G</u> | <u>H</u> | <u>I</u> | <u>I</u> | <u>TOTAL</u> |
|--|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|--------------|
| <u>LIBERTARIAN PARTY</u> | | | | | | | | | | | |
| Total # of Votes Cast | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| <u>SENATOR IN CONGRESS</u> | | | | | | | | | | | |
| No Nomination | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| <u>REPRESENTATIVE IN CONGRESS (Ninth District)</u> | | | | | | | | | | | |
| No Nomination | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| <u>COUNCILLOR (Second District)</u> | | | | | | | | | | | |
| No Nomination | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| <u>SENATOR IN GENERAL COURT (Norfolk, Bristol & Middlesex)BU</u> | | | | | | | | | | | |
| No Nomination | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| <u>REPRESENTATIVE IN GENERAL COURT (Thirteenth Norfolk District)</u> | | | | | | | | | | | |
| No Nomination | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| <u>REGISTER OF PROBATE (Norfolk County)</u> | | | | | | | | | | | |
| No Nomination | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| <u>COUNTY TREASURER (Norfolk County)</u> | | | | | | | | | | | |
| No Nomination | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| <u>COUNTY COMMISSIONER (Norfolk County)(Vote for Two)</u> | | | | | | | | | | | |
| No Nomination | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

The ballots cast in the several precincts were returned to the Town Clerk in the sealed packages. The voting lists used at the entrances to the polling places and at the ballot boxes and copy of the precinct record of the election were also returned, all properly sealed in conformity with the laws governing elections.

Adjourned at 9:45 P.M., September 17, 1996.

A true copy
ATTEST:

Theodora K. Eaton, CMC
Town Clerk

SPECIAL TOWN MEETING

October 28, 1996

Pursuant to a Warrant issued by the Selectmen October 8, 1996, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Derwood A. Newman Elementary School on Monday, October 28, 1996, at 7:30 o'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Check lists were used and 229 voters, including 211 Town Meeting Members, were checked on the list as being present.

The meeting was called to order at 7:30 o'clock by the Moderator, Richard P. Melick. The call to the meeting and the officer's return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

At the designation of Rev. Mark Fowler, President of the Needham Clergy Association, Rabbi Rifat Sonsino, Temple Beth Shalom, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Moderator introduced a guest this evening - Miss Mari Hurley, who is visiting the United States to observe the Presidential election campaign. Miss Hurley comes from Dublin where she is a Chartered Public Accountant and is a member of the National Executive Council of her political party - the Fine Gael; which is the equivalent of our Democratic or Republican National Committee.

The Moderator announced the following ground rules and these were adopted unanimously:

. A speaker will be ruled out of order who refers to personalities. Let us remember that we are one Town Meeting Family with a common goal: the best interest of the community.

. Rise to be recognized and address the chair; speak your name so that the Town Clerk can complete her records.

. Disclosure required by one employed as an attorney by another who is interested in a matter; General By-Laws, Art. I, section 5.

. If lengthy or complicated motions are not drafted and reviewed by the Moderator prior to being placed on the floor, then the speaker will yield the floor to another speaker while the drafting and formulation process is occurring.

. Short motions to amend and procedural motions need not be in writing.

. Parliamentary procedures known as "points of information" and "points of order" shall be strictly construed so as not to elong or permit debate after a motion to move the previous question has been voted in the affirmative.

. Limits of debate shall be enforced.

. Questions asked for general information purposes unnecessary for the consideration of the matter on the floor shall be ruled out of order.

9. If a speaker either makes any reference whatsoever to the existence or presence of cameras within the hall or within the sole discretion of the Moderator it is believed that the remarks of the speaker are in any way affected by the existence of the cameras, then in either event the speaker will be ruled out of order and requested to immediately be seated.

10. After a motion to put the previous question has been voted, a member may rise to a point of information only to inquire (1) what the motion or motions are that are to be put pursuant to said vote, or (2) to ask as to the order in which motions are to be so put if there are more than one motion to be voted upon, and for no other purpose.

Unanimous consent was given to adopt the following limits of debate:

25 Minutes - Committee Chairmen, proponents, attorneys representing proponents; subject to extension at the discretion of the Moderator in cases of a building committee report or the like.

10 Minutes - Town Meeting members, non-town meeting members, visitors other than attorneys.

Unanimous consent was given to omit the reading of the substance of each article when reached.

ARTICLE 1: AMEND FISCAL YEAR 1997 BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 1997 Operating Budget adopted under Article 21 of the 1996 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items;

| Line Item | Appropriation | Changing From | Changing To |
|-----------|----------------------------------|---------------|-------------|
| 018 | Maturing Bonds | 1,097,000 | 1,115,000 |
| 019 | Interest | 403,150 | 415,150 |
| 022 | Minuteman Vocational Assessment | 481,768 | 490,210 |
| 211 | Finance Committee - Reserve Fund | 490,085 | 508,000 |
| 401 | Police - Salaries | 2,908,706 | 2,961,157 |
| 405 | Fire - Salaries | 3,784,200 | 3,766,749 |
| 410 | Building - Purchase of Service | 2,260 | 1,660 |
| 411 | Building - Expenses | 4,847 | 5,447 |
| 511 | PPBC - Salaries | 0 | 3,300; |

or take any other action relative thereto.

MOVED: That the Town vote to amend and supersede certain parts of the fiscal year 1997 Operating Budget adopted under Article 21 of the 1996 Annual Town Meeting by deleting the amounts of money appropriated under some of the line items and appropriating new amounts for some of the line items as follows:

| Line Item | Appropriation | Changing From | Changing To |
|-----------|---------------------------------|---------------|-------------|
| 018 | Maturing Bonds | 1,097,000 | 1,231,375 |
| 019 | Interest | 403,150 | 299,000 |
| 022 | Minuteman Vocational Assessment | 481,768 | 490,210 |

| Line Item | Appropriation | Changing From | Changing To |
|-----------|----------------------------------|---------------|-------------|
| 211 | Finance Committee - Reserve Fund | 490,085 | 508,000 |
| 401 | Police - Salaries | 2,908,706 | 2,961,157 |
| 405 | Fire - Salaries | 3,784,200 | 3,766,749 |
| 410 | Building - Purchase of Service | 2,260 | 1,660 |
| 411 | Building - Expenses | 4,847 | 5,447 |
| 511 | PPBC - Salaries | 0 | 3,060 |
| 512 | PPBC - Expenses | 0 | 240. |

Mr. Thomas H. Hannigan, Jr., Chairman, addressed Article 1 on behalf of the Finance Committee. He explained that the Board of Selectmen has advised the Finance Committee that the use of civilian dispatchers and the unification of the Police and Fire dispatch will be good for the town. The Finance Committee supports the incremental expense of \$33,000. in Line Items 401 and 405 and the adoption of Article 1.

Mr. James Healy, member, Finance Committee, explained that Line Item 022 is the new assessment for the Minuteman Vocational Technical School because the prior figure was rejected by the required 6 member towns.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 2: AMEND THE FISCAL YEAR 1997 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 1997 Water Enterprise Fund Budget adopted under Article 22 of the 1996 Annual Town Meeting; by deleting the amounts of money appropriated under some of the line items and appropriating or transferring from available funds new amounts:

| Line Item | Appropriation | Changing From | Changing To |
|-----------|-------------------|---------------|-------------|
| 910 | Expenses | 151,255 | 201,255 |
| 912 | MWRA Assessment | 120,455 | 249,839 |
| 913 | Emergency Repairs | 20,000 | 50,000; |

or take any other action relative thereto.

MOVED: That the Town vote to amend and supersede certain parts of the fiscal year 1997 Water Enterprise Fund Budget adopted under Article 22 of the 1996 Annual Town Meeting; by deleting the amounts of money appropriated under some of the line items and appropriating or transferring from available funds new amounts as follows:

| Line Item | Appropriation | Changing From | Changing To |
|-----------|-------------------|---------------|-------------|
| 910 | Expenses | 151,255 | 201,255 |
| 912 | MWRA Assessment | 120,455 | 249,839 |
| 913 | Emergency Repairs | 20,000 | 50,000 |

Said additional sums are to be raised from the Water Enterprise Fund as follows:

| | |
|-------------------|------------|
| Water Receipts | \$139,384. |
| Retained Earnings | \$ 70,000. |

Mr. Thomas H. Hannigan, Jr., Chairman, recommended adoption of Article 2 on behalf of the Finance Committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 3: AMEND THE FISCAL YEAR 1997 SEWER ENTERPRISE FUND BUDGET

To see if the Town will vote to amend and supersede certain parts of the fiscal year 1997 Sewer Enterprise Fund Budget adopted under Article 23 of the 1996 Annual Town Meeting; by deleting the amounts of money appropriated under some of the line items and appropriating or transferring from available funds new amounts:

| Line Item | Appropriation | Changing From | Changing To |
|-----------|---------------|---------------|-------------|
| 905 | MWRA | 3,468,741 | 3,660,488; |

or take any other action relative thereto.

MOVED: That the Town vote to amend and supersede certain parts of the fiscal year 1997 Sewer Enterprise Fund Budget adopted under Article 23 of the 1996 Annual Town Meeting; by deleting the amounts of money appropriated under some of the line items and appropriating or transferring from available funds new amounts as follows:

| Line Item | Appropriation | Changing From | Changing To |
|-----------|---------------|---------------|-------------|
| 905 | MWRA | 3,468,741 | 3,660,488 |

Said additional sum is to be raised from the Sewer Enterprise Fund as follows:

| | |
|----------------|------------|
| Sewer Receipts | \$191,747. |
|----------------|------------|

Mr. Thomas H. Hannigan, Jr., Chairman, Finance Committee, advised that this increase, which will be covered by the sewer rate, was expected. The Finance Committee recommends adoption of Article 3.

Mr. Robert Y. Larsen expressed concern that this Special Town Meeting is asking to increase monies in excess of \$6 million, which includes \$5,575,000 for Newman School, and requested the Board of Selectmen and Finance Committee to provide the financial impact of the increase. Mr. Hannigan concurred with these concerns and noted that the next article is a \$500,000 savings and Article 5 is a cancellation of prior capital appropriations which will wash Articles 6 and 7.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 4: APPROPRIATE TO THE STABILIZATION FUND

To see if the Town will vote to raise and appropriate the sum of \$500,000 to the Stabilization Fund, as provided for under MGL Chapter 40, Section 5B as amended; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$500,000 to the Stabilization Fund, as provided for under MGL Chapter 40, Section 5B as amended.

Mr. Thomas H. Hannigan, Jr., Chairman, urged support of this increase on behalf of the Finance Committee to bring the Stabilization Fund balance in excess of \$1 million.

In response to an inquiry from Mr. Thomas M. Harkins, Mr. Richard W. Finnegan, Assessor, explained that the excess is due to new growth from new homes and the new Avery Manor facility.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 5: RESCIND BOND AUTHORIZATIONS

To see if the Town will vote to rescind a part or all of the following authorizations to borrow funds, which were approved in prior years, where the purposes of the borrowing have been completed and/or it was unnecessary to borrow the full amount approved;

| | |
|---|------------|
| Article 40, 1991 ATM (Sewer Rehabilitation) | \$106,049 |
| Article 25, 1993 ATM (Water Rehabilitation) | \$300,000; |

or take any other action relative thereto.

MOVED: That the Town vote to rescind a part or all of the following authorizations to borrow funds, which were approved in prior years, where the purposes of the borrowing have been completed and/or it was unnecessary to borrow the full amount approved;

| | |
|--------------------------------------|-----------|
| Article 40, 1991 Annual Town Meeting | |
| (Sewer Rehabilitation) | \$106,049 |
| Article 25, 1993 Annual Town Meeting | |
| (Water Rehabilitation) | \$300,000 |

Mr. John H. Cogswell moved that Articles 5, 6, and 7 be discussed together and voted on separately. The motion was presented and carried unanimously by voice vote.

Mr. Cogswell, Selectman, addressed these proposals on behalf of the Board of Selectmen and advised that these proposals deal with issues of safety, capacity, and age of pumps.

Mr. Thomas H. Hannigan, Jr., Chairman, advised that the Finance Committee recommends adoption of Articles 5, 6, and 7.

ACTION: The main motion under Article 5 was presented and carried unanimously by voice vote.

ARTICLE 6: APPROPRIATE FOR WATER ENGINEERING

To see if the Town will vote to raise and appropriate the sum of \$185,000 for engineering services for plans and specifications in connection with improvements to the water system; to be spent

under the direction of the Board of Selectmen; that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow up to \$185,000 for a period of up to five years, under MGL Chapter 44, Section 7; or take any other action relative thereto.

MOVED: That the Town vote raise and appropriate the sum of \$185,000 for engineering services for plans and specifications in connection with improvements to the water system; to be spent under the direction of the Board of Selectmen; that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$185,000 for a period of up to five years, under MGL Chapter 44, Section 7.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 7: APPROPRIATE FOR WASTE WATER ENGINEERING

To see if the Town will vote to raise and appropriate the sum of \$250,000 for engineering services for plans in connection with improvements to the Town's Waste Water System; to be spent under the direction of the Board of Selectmen; that to meet this appropriation, the Treasurer, with the approval of the Selectmen is authorized to borrow up to \$250,000 for a period of up to five years, under MGL Chapter 44, Section 7; that the Treasurer with the approval of the Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust (WPAT) or otherwise; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$250,000 for engineering services for plans and specifications in connection with improvements to the Town's Waste Water System; to be spent under the direction of the Board of Selectmen; that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$250,000 for a period of up to five years, under MGL Chapter 44, Section 7 and that the Treasurer with the approval of the Board of Selectmen is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust (WPAT).

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 8: APPROPRIATE FOR WASTE WATER SYSTEM REHABILITATION DESIGN

To see if the Town will vote to raise and appropriate the sum of \$175,000 to rehabilitate certain portions of the Waste Water System, including engineering services; to be spent under the direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to \$175,000 for a period of up to 30 years under MGL Chapter 44, Section 7; that the Treasurer, with the approval of the Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust (WPAT) or otherwise; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$175,000 to rehabilitate certain portions of the Waste Water System, including engineering services; to be spent under the

direction of the Board of Selectmen; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$175,000 for a period of up to 30 years under MGL Chapter 44, Section 7, and that the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust (WPAT).

Mr. John H. Cogswell, Selectman, explained that this article provides for the engineering and design costs for the rehabilitation of the Marked Tree Road, Oak Street, and High Rock Street waste water system area. He further noted that this area is subject to major flooding. Mr. Cogswell urged adoption of this article on behalf of the Board of Selectmen.

Mr. Thomas H. Hannigan, Jr., Chairman, recommended adoption of this article on behalf of the Finance Committee.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 9: ADOPT MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL ASSESSMENT FORMULA

To see if the Town will vote to reallocate its required share of the Minuteman Regional Vocational Technical School District budget in accordance with the regional agreement as permitted by Section 16B of Article 71 of the General Laws; or take any other action relative thereto.

MOVED: That the Town vote to reallocate its required share of the Minuteman Regional Vocational Technical School District budget in accordance with the regional agreement as permitted by Section 16B of Chapter 71 of the General Laws.

Mr. William M. Powers, Selectman, urged support of this article on behalf of the Board of Selectmen.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 10: APPROPRIATE FOR NEWMAN SCHOOL RENOVATION

To see if the Town will vote to raise and appropriate the sum of \$5,750,000 for remodeling, reconstruction, extraordinary repairs and additions to the Newman School; to be spent under the direction of the Permanent Public Building Committee; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$5,750,000 for a period of up to 20 years under MGL Chapter 44, Section 7; and to rescind the appropriation and authorization to borrow for the renovations to the Newman School voted under Article 2 of the Special Town Meeting held on February 5, 1996; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$5,750,000 for remodeling, reconstruction, extraordinary repairs and additions to the Newman School; to be spent under the direction of the Permanent Public Building Committee; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$5,750,000 for a period of up to 20 years under MGL Chapter 44, Section 7, and the Town

vote to rescind the appropriation and authorization to borrow for the renovations to the Newman School voted under Article 2 of the Special Town Meeting held on February 5, 1996.

The following motion to amend was offered by Mr. Gerald A. Wasserman: That the Town amend the main motion under Article 10 by including the following paragraph at the end of the main motion as follows:

"Pursuant to M.G.L. Ch 59 Sec 21C(m), this appropriation and debt authorization is contingent upon the passage of a referendum by the voters of a Proposition 2 ½ debt exclusion referendum under General Laws Chapter 59, Sec 21C(k)."

Mr. Gerald A. Wasserman, Chairman, addressed this proposal on behalf of the School Committee. He presented an update since the 1996 Spring override which failed to pass. Mr. Wasserman explained that the Permanent Public Building Committee now reports to Town Meeting on the structure of town buildings and the School Committee reports on educational matters. Article 10 rescinds the \$5.5 million vote under Article 2 of the February 5, 1996 Special Town Meeting and appropriates \$5.75 million.

Mr. Wasserman outlined what would be different this time with the Newman School project:

1. Professional cost estimates will be used;
2. One member of the Permanent Public Building Committee to be designated as the "point person";
3. The Project Manager reports to be Permanent Public Building Committee;
4. The architect is chosen on an evaluative basis;
5. The Health and Safety Committee will be monitoring the project from the start;
6. The Permanent Public Building Committee forces the contractors to do billing paperwork;
7. The Controller's Office is developing a new approval process;
8. The new Director of Building & Grounds, Mark LaFluer, is onboard; and
9. There is a new Superintendent of Schools, Patricia Ruane, and a new Business Manager, Thomas Corcoran.

Mr. Wasserman indicated that there is no increase in taxes for the Newman School project due to retiring debt. However, the impact on taxes on an average house valued at \$260,000. is \$36. for Fiscal Year 1997, \$42. For Fiscal Year 1998, \$88 for Fiscal Year 1999, and after that the taxes decline annually.

Mr. Thomas H. Hannigan, Jr., Chairman, advised that the Finance Committee voted not to take a position on this article just as it voted last year since the ultimate decision is up to the voters. Mr. Hannigan explained that the new Needham General By-Law makes the Permanent Public Building Committee responsible for all town-owned building renovations and additions and the PPBC has already done much groundwork on this project.

Mr. George Kent, Vice Chairman of the PPBC, advised that the Permanent Public Building Committee has reviewed this project, evaluated the existing scope of work, revised selected design elements, considered construction alternatives, and reduced the scope to eliminate non-essentials. Window replacement is the largest item along with electrical replacement, education modifications, and additional repairs.

Mr. Daniel P. Matthews, Selectman, explained that the need for this project is not going to go away. There were many mistakes in the Pollard project. However, the method of renovation has been completely reorganized and we are prepared to do the best job possible for the taxpayers dollars. It is important to get started now and have everything ready to start the project at the end of the school year. He urged a "Yes" vote for Newman.

After a brief discussion, Mr. Laurence G. Eaton expressed concern that this information needs to go to the voters. Town Meeting should approve the vote and let the citizens make the ultimate decision.

A motion to move the previous question was offered by Mr. Eugene S. McMorrow. The motion was presented and carried unanimously by voice vote.

Mr. Wasserman's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate the sum of \$5,750,000 for remodeling, reconstruction, extraordinary repairs and additions to the Newman School; to be spent under the direction of the Permanent Public Building Committee; that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$5,750,000 for a period of up to 20 years under MGL Chapter 44, Section 7, and the Town vote to rescind the appropriation and authorization to borrow for the renovations to the Newman School voted under Article 2 of the Special Town Meeting held on February 5, 1996.

Pursuant to M.G.L. Ch 59 Sec 21C(m), this appropriation and debt authorization is contingent upon the passage of a referendum by the voters of a Proposition 2 ½ debt exclusion referendum under General Laws Chapter 59, Sec 21C(k).

ARTICLE 11: APPROPRIATE FOR HIGH SCHOOL ADA ALTERATIONS

To see if the Town will vote to raise and appropriate the sum of \$120,000, in addition to the sum previously appropriated under Article 1 of the Special Town Meeting held on February 5, 1996; for remodeling and reconstructing Needham High School to improve and upgrade handicapped accessibility; to be spent under the direction of the School Committee; that to meet this appropriation, the Treasurer, with approval of the Board of Selectmen, is authorized to borrow \$120,000 under MGL Chapter 44, Section 7; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$120,000, in addition to the sum previously appropriated under Article 1 of the Special Town Meeting held on February 5, 1996; for remodeling and reconstructing Needham High School to improve and

upgrade handicapped accessibility; to be spent under the direction of the School Committee; that to meet this appropriation, the Treasurer, with approval of the Board of Selectmen, is authorized to borrow \$120,000 under MGL Chapter 44, Section 7.

Unanimous consent was given to allow Patricia Ruane, Superintendent of Schools and non-resident, to address Town Meeting. Mrs. Ruane presented a short history of the High School renovations in the 1980s. A complaint was later received for ADA compliance and the School Department had three years in which to upgrade the handicapped accessibility at the High School. An extension was granted in 1995 in order to complete a major boiler repair. This article requests \$120,000 in addition to funding previously approved under Article 1 of the February 5, 1996 Special Town Meeting.

Mr. Thomas H. Hannigan, Jr., Chairman, advised that the Finance Committee reviewed this project with the School Committee and reluctantly recommends approval in order to meet OCR deadlines.

ACTION: The main motion was presented and carried unanimously by voice vote.

At 11:05 P.M. the following Resolution was offered by the Board of Selectmen:

RESOLUTION

In Memory of Susan Baer

WHEREAS: Susan Baer was a resident of Needham for eight years; and

WHEREAS: She was the wife of R. Reed Baer, mother of Katherine Elizabeth Baer and Julia Krook Baer; and

WHEREAS: Ms. Baer was an active member of the Needham Congregational Church and chaired the Parish Deacons Committee; and

WHEREAS: Susan served the Town of Needham as a Town Meeting member from 1991 to 1994;

NOW, THEREFORE, BE IT RESOLVED by this body that this October 28, 1996 Special Town Meeting be dissolved in memory of Susan Baer and in honor of her many civic contributions to the Town of Needham.

ACTION: The Resolution was presented and carried unanimously by voice vote.

Theodora K. Eaton, CMC,
Town Clerk

A true copy
ATTEST:

RECORD OF THE STATE ELECTION

The ballot box returns in the Precincts were as follows:

Tuesday, November 5, 1996

Pursuant to a Warrant issued by the Selectmen October 22, 1996 the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Tuesday, the Fifth day of November in the year 1996 at seven o'clock in the forenoon for the purpose of nominating State and County officers. The polls remained open until 8:00 o'clock in the afternoon.

The meeting was called to order and the Warrant and the Officer's Return were read by the Wardens of the Precincts.

The ballot boxes were inspected and found to be empty and with the zero report printed. The boxes were then locked and the keys delivered to the Police Officers in attendance.

The ballot clerks were sworn to the faithful performance of their duties by their respective Wardens.

The polling places had been designated as follows:

Precinct A - Hillside School - Gymnasium
 Precinct B - Hillside School - Gymnasium
 Precinct C - Newman School - Gymnasium
 Precinct D - High Rock School (Rashi School) - Gym
 Precinct E - Pollard Middle School - Room 226
 Precinct F - Stephen Palmer Community Room
 Precinct G - Broadmeadow School - Gymnasium
 Precinct H - Broadmeadow School - Gymnasium
 Precinct I - William Mitchell School - Gymnasium
 Precinct J - William Mitchell School - Gymnasium

The polls were opened at seven o'clock in the forenoon and were kept open until eight o'clock in the afternoon.

Cards of instruction and specimen ballots were posted as required by Section 48, Chapter 54 of the General Laws.

| <u>PRECINCTS</u> | <u>A</u> | <u>B</u> | <u>C</u> | <u>D</u> | <u>E</u> |
|------------------|----------|----------|----------|----------|----------|
| 7:00 A.M. | 0 | 0 | 0 | 0 | 0 |
| 8:00 A.M. | 147 | 182 | 163 | 185 | 197 |
| 9:00 A.M. | 275 | 319 | 329 | 350 | 360 |
| 10:00 A.M. | 389 | 490 | 504 | 516 | 488 |
| 11:00 A.M. | 520 | 601 | 651 | 657 | 633 |
| 12:00 NOON | 629 | 747 | 792 | 735 | 796 |
| 1:00 P.M. | 733 | 826 | 868 | 800 | 880 |
| 2:00 P.M. | 843 | 902 | 989 | 879 | 954 |
| 3:00 P.M. | 920 | 1000 | 1092 | 958 | 1054 |
| 4:00 P.M. | 1017 | 1120 | 1168 | 1042 | 1144 |
| 5:00 P.M. | 1138 | 1249 | 1280 | 1167 | 1282 |
| 6:00 P.M. | 1276 | 1404 | 1502 | 1305 | 1396 |
| 7:00 P.M. | 1460 | 1546 | 1710 | 1459 | 1539 |
| 8:00 P.M. | 1570 | 1665 | 1786 | 1551 | 1657 |

| <u>PRECINCTS</u> | <u>F</u> | <u>G</u> | <u>H</u> | <u>I</u> | <u>I</u> |
|------------------|----------|----------|----------|----------|----------|
| 7:00 A.M. | 0 | 0 | 0 | 0 | 1 |
| 8:00 A.M. | 206 | 156 | 156 | 183 | 206 |
| 9:00 A.M. | 369 | 266 | 349 | 325 | 378 |
| 10:00 A.M. | 502 | 400 | 485 | 451 | 518 |
| 11:00 A.M. | 601 | 519 | 602 | 576 | 626 |
| 12:00 NOON | 790 | 648 | 731 | 729 | 725 |
| 1:00 P.M. | 909 | 720 | 820 | 804 | 801 |
| 2:00 P.M. | 1002 | 808 | 916 | 905 | 868 |
| 3:00 P.M. | 1083 | 861 | 1006 | 955 | 950 |
| 4:00 P.M. | 1177 | 958 | 1118 | 1062 | 1060 |
| 5:00 P.M. | 1315 | 1081 | 1249 | 1167 | 1210 |
| 6:00 P.M. | 1426 | 1217 | 1380 | 1327 | 1352 |
| 7:00 P.M. | 1601 | 1377 | 1521 | 1484 | 1510 |
| 8:00 P.M. | 1708 | 1488 | 1625 | 1600 | 1645 |

The Town Clerk upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 9:40 P.M., November 5, 1996.

The total number of votes cast was as follows:

| | |
|------------|------|
| Precinct A | 1570 |
| Precinct B | 1665 |
| Precinct C | 1786 |
| Precinct D | 1551 |
| Precinct E | 1657 |
| Precinct F | 1711 |
| Precinct G | 1488 |
| Precinct H | 1627 |
| Precinct I | 1605 |
| Precinct J | 1645 |

TOTAL VOTE - 16,319
 Including 14 Absentee Ballots Received
 From Outside the United States
 through November 15, 1996

(85.89% of Registered Voters)

The result of the balloting was as follows:

| | <u>A</u> | <u>B</u> | <u>C</u> | <u>D</u> | <u>E</u> | <u>F</u> | <u>G</u> | <u>H</u> | <u>I</u> | <u>I</u> | <u>TOTAL</u> |
|-----------------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|--------------|
| Total # of Votes Cast | 1571 | 1666 | 1789 | 1554 | 1659 | 1712 | 1489 | 1627 | 1606 | 1646 | 16,319 |

ELECTORS OF PRESIDENT AND VICE PRESIDENT

| | | | | | | | | | | | |
|---|-----|------|-----|-----|-----|------|-----|-----|-----|-----|-------|
| Browne and Jorgensen | 11 | 14 | 6 | 3 | 14 | 14 | 12 | 11 | 17 | 9 | 111 |
| Clinton and Gore | 992 | 1017 | 990 | 917 | 896 | 1021 | 831 | 917 | 994 | 984 | 9,558 |
| Dole and Kemp | 446 | 492 | 695 | 524 | 640 | 564 | 562 | 609 | 494 | 569 | 5,595 |
| Hagelin and Tompkins | 2 | 6 | - | 4 | 3 | 2 | 2 | 5 | 5 | 3 | 33 |
| Moorhead and LaRiva | 1 | 1 | 2 | 1 | 1 | 3 | - | 1 | 3 | 1 | 14 |
| Perot and Choate | 97 | 112 | 74 | 79 | 81 | 85 | 66 | 67 | 73 | 56 | 790 |
| Write-Ins: Ralph Nadar and Winona LaDuke | 6 | 6 | 3 | - | 9 | 8 | 2 | - | 4 | 4 | 42 |
| Scattered Write-Ins | 3 | 2 | 2 | 10 | 3 | 3 | 2 | 1 | 3 | 7 | 36 |
| Blanks | 13 | 16 | 17 | 16 | 12 | 12 | 12 | 16 | 13 | 13 | 140 |

SENATOR IN CONGRESS (Vote for One)

| | | | | | | | | | | | |
|---------------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| John F. Kerry | 855 | 858 | 773 | 753 | 751 | 878 | 733 | 789 | 849 | 826 | 8,065 |
| William F. Weld | 662 | 746 | 955 | 750 | 849 | 766 | 693 | 777 | 715 | 767 | 7,680 |
| Susan C. Gallagher | 29 | 50 | 40 | 36 | 52 | 53 | 48 | 51 | 27 | 40 | 426 |
| Robert C. Stowe | 3 | 2 | 4 | 1 | 2 | 3 | 3 | 2 | 1 | - | 21 |
| Scattered Write-Ins | 2 | - | - | - | - | 1 | - | - | 1 | 2 | 6 |
| Blanks | 20 | 10 | 17 | 14 | 5 | 11 | 12 | 8 | 13 | 11 | 121 |

REPRESENTATIVE IN CONGRESS (Vote for One)

| | | | | | | | | | | | |
|---------------------|-----|------|-----|-----|-----|------|-----|-----|------|-----|-------|
| John Joseph Moakley | 994 | 1007 | 955 | 945 | 913 | 1102 | 891 | 974 | 1015 | 949 | 9,745 |
| Paul V. Gryska | 507 | 591 | 757 | 542 | 679 | 520 | 541 | 593 | 527 | 621 | 5,878 |
| Scattered Write-Ins | 2 | - | 1 | 1 | - | 3 | - | 1 | 1 | 3 | 12 |
| Blanks | 68 | 68 | 76 | 66 | 67 | 87 | 57 | 59 | 63 | 73 | 684 |

COUNCILLOR (Vote for One)

| | | | | | | | | | | | |
|---------------------|-----|------|------|-----|-----|-----|-----|-----|-----|-----|-------|
| Melby A. Timilty | 972 | 1026 | 1005 | 881 | 913 | 996 | 908 | 948 | 911 | 952 | 9,513 |
| Scattered Write-Ins | 7 | 10 | 10 | 4 | 8 | 11 | 9 | 10 | 10 | 11 | 90 |
| Blanks | 592 | 630 | 774 | 669 | 738 | 705 | 572 | 669 | 684 | 683 | 6,716 |

SENATOR IN GENERAL COURT (Vote for One)

| | | | | | | | | | | | |
|-------------------------|------|------|------|------|------|------|-----|------|------|------|--------|
| Meryl Ann Jacques | 1077 | 1083 | 1131 | 1036 | 1039 | 1142 | 911 | 1014 | 1082 | 1049 | 10,563 |
| Thomas J. Flanagan, Jr. | 437 | 513 | 586 | 442 | 553 | 507 | 526 | 555 | 475 | 520 | 5,114 |
| Scattered Write-Ins | - | 3 | - | - | 2 | 1 | - | 1 | - | 3 | 10 |
| Blanks | 57 | 67 | 72 | 76 | 66 | 62 | 52 | 57 | 49 | 74 | 632 |

REPRESENTATIVE IN GENERAL COURT (Vote for One)

| | | | | | | | | | | | |
|---------------------|------|------|-----|-----|------|------|-----|------|------|------|--------|
| David E. Harkins | 1052 | 1082 | 983 | 976 | 1009 | 1157 | 904 | 1015 | 1070 | 1072 | 10,320 |
| Robert H. Sullivan | 446 | 517 | 720 | 519 | 573 | 491 | 524 | 546 | 467 | 510 | 5,313 |
| Scattered Write-Ins | 1 | 1 | - | - | - | 1 | 2 | 1 | 2 | 2 | 10 |
| Blanks | 72 | 66 | 86 | 59 | 77 | 63 | 59 | 65 | 67 | 62 | 676 |

| | A | B | C | D | E | F | G | H | I | I | TOTAL |
|---|-----|------|------|-----|-----|-----|-----|-----|-----|-----|-------|
| <u>REGISTER OF PROBATE (Vote for One)</u> | | | | | | | | | | | |
| Thomas Patrick Hughes | 985 | 1016 | 1034 | 898 | 916 | 998 | 897 | 947 | 911 | 946 | 9,541 |
| Scattered Writ-Ins | 4 | 10 | 8 | 3 | 3 | 9 | 6 | 8 | 11 | 8 | 70 |
| Blanks | 582 | 640 | 747 | 653 | 740 | 705 | 586 | 672 | 684 | 692 | 6,701 |

| | | | | | | | | | | | |
|--|-----|-----|------|-----|-----|-----|-----|-----|-----|-----|-------|
| <u>COUNTY TREASURER (Vote for One)</u> | | | | | | | | | | | |
| Robert D. Hall, Jr. | 794 | 906 | 1019 | 844 | 950 | 892 | 798 | 951 | 879 | 890 | 8,923 |
| Timothy P. Cahill | 558 | 542 | 512 | 510 | 514 | 591 | 501 | 472 | 531 | 512 | 5,243 |
| Scattered Write Ins | - | 1 | - | - | - | 1 | - | 2 | - | 1 | 5 |
| Blanks | 219 | 217 | 258 | 200 | 195 | 228 | 190 | 202 | 196 | 243 | 2,148 |

| | | | | | | | | | | | |
|--|------|------|------|------|------|------|------|------|------|------|--------|
| <u>COUNTY COMMISSIONERS (Vote for One)</u> | | | | | | | | | | | |
| John Gillis | 805 | 836 | 842 | 745 | 770 | 830 | 741 | 764 | 758 | 811 | 7,902 |
| William P.O'Donnell | 730 | 823 | 817 | 718 | 744 | 792 | 734 | 787 | 751 | 768 | 7,664 |
| Scattered Write-Ins | 7 | 12 | 14 | 7 | 4 | 10 | 13 | 10 | 11 | 15 | 103 |
| Blanks | 1600 | 1661 | 1905 | 1638 | 1800 | 1792 | 1490 | 1693 | 1692 | 1698 | 16,969 |

| | | | | | | | | | | | |
|--|-----|------|------|------|------|------|-----|------|------|------|--------|
| <u>Question #1 (Prohibit Use of Certain Traps for Fur-bearing Mammals, etc.)</u> | | | | | | | | | | | |
| YES | 991 | 1079 | 1175 | 1002 | 1032 | 1128 | 945 | 1042 | 1058 | 1080 | 10,532 |
| NO | 485 | 463 | 467 | 433 | 481 | 465 | 458 | 470 | 464 | 468 | 4,654 |
| Blanks | 95 | 124 | 147 | 119 | 146 | 119 | 86 | 115 | 84 | 98 | 1,133 |

| | | | | | | | | | | | |
|--|-----|-----|------|-----|-----|-----|-----|-----|-----|-----|-------|
| <u>QUESTION #2 (Proposition 2 ½ Debt Exclusion - Newman School Repairs, Additions - \$5,750,000)</u> | | | | | | | | | | | |
| YES | 725 | 816 | 1043 | 880 | 876 | 967 | 832 | 829 | 875 | 839 | 8,682 |
| NO | 727 | 697 | 619 | 591 | 648 | 628 | 581 | 714 | 650 | 710 | 6,565 |
| Blanks | 119 | 153 | 127 | 83 | 135 | 117 | 76 | 84 | 81 | 97 | 1,072 |

The ballots cast in the several precincts were returned to the Town Clerk in the sealed packages. The voting lists used at the entrances to the polling places and at the ballot boxes and copy of the precinct record of the election were also returned, all properly sealed in conformity with the law governing elections.

Adjourned at 9:40 P.M., November 5, 1996.

Theodora K. Eaton, CMC
Town Clerk

A true copy
ATTEST:

SPECIAL TOWN MEETING

February 3, 1997

Pursuant to a Warrant issued by the Selectmen January 14, 1997, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Derwood A. Newman Elementary School on Monday, February 3, 1997, at 7:30 o'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Check lists were used and 234 voters, including 206 Town Meeting Members, were checked on the list as being present.

The meeting was called to order at 7:30 o'clock by the Moderator, Richard P. Melick. The call to the meeting and the officer's return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Moderator announced the following ground rules and these were adopted unanimously:

- 1. A speaker will be ruled out of order who refers to personalities. Let us remember that we are one Town Meeting Family with a common goal: the best interest of the community.
- 2. Rise to be recognized and address the chair; speak your name so that the Town Clerk can complete her records.
- 3. Disclosure required by one employed as an attorney by another who is interested in a matter; General By-Laws, Art. I, section 5.
- 4. If lengthy or complicated motions are not drafted and reviewed by the Moderator prior to being placed on the floor, then the speaker will yield the floor to another speaker while the drafting and formulation process is occurring.
- 5. Short motions to amend and procedural motions need not be in writing.
- 5. Parliamentary procedures known as "points of information" and "points of order" shall be strictly construed so as not to elong or permit debate after a motion to move the previous question has been voted in the affirmative.
- 7. Limits of debate shall be enforced.
- 3. Questions asked for general information purposes unnecessary for the consideration of the matter on the floor shall be ruled out of order.
- 9. If a speaker either makes any reference whatsoever to the existence or presence of cameras within the hall or within the sole discretion of the Moderator it is believed that the remarks of the speaker are in any way affected by the existence of the cameras, then in either event the speaker will be ruled out of order and requested to immediately be seated.
- 10. After a motion to put the previous question has been voted, a member may rise to a point of information only to inquire (1) what the motion or motions are that are to be put pursuant to said vote,

or (2) to ask as to the order in which motions are to be so put if there are more than one motion to be voted upon, and for no other purpose.

Unanimous consent was given to adopt the following limits of debate:

25 Minutes - Committee Chairmen, proponents, attorneys representing proponents; subject to extension at the discretion of the Moderator in cases of a building committee report or the like.

10 Minutes - Town Meeting members, non-town meeting members, visitors other than attorneys.

The following announcements were made by the Moderator:

- 1. The Warrant meetings sponsored by the League of Women Voters will be held on Monday, April 28, 1997 at the Pollard Middle School. The Moderator urged Town Meeting Members to review the Annual Report and to attend these sessions in preparation for Town Meeting.
- 2. Olga Zilberberg and other students from Pine Manor College attended their first Town Meeting as a course requirement.
- 3. The Needham Concert Society headed by Mr. William Gibson reiterated the need for both a fine piano for the Newman stage and storage space for the piano.
- 4. The Auto Saucer located in the Newman Cafeteria is a fundraising project of the Newman Fifth Grade.
- 5. The Names Project Aids Memorial Quilt Committee is looking for volunteers to read names.
- 6. In expressing his farewell to Town Meeting after holding office for 35 years, Mr. Richard P. Melick noted two things. The first is we teach our children that when you do something, you should do your very best and he believes that he has and Town Meeting has tried to do their best. The second is that you can't keep all the people happy all of the time, but we have tried. "God Bless and take care".

The Moderator announced that the proponents of Articles 7 and 9 requested unanimous consent to withdraw these articles. A motion to withdraw Articles 7 and 9 was offered by Mr. Paul Theodora Owens and unanimous consent was so given.

Unanimous consent was given to omit the reading of the substance of each article when reached.

ARTICLE 1: AMEND THE ZONING BY-LAW - SCHEDULE OF USE REGULATIONS RELATIVE TO OFF STREET PARKING REQUIREMENTS

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

- 1. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1, and Industrial Park Districts, by inserting immediately above the row which reads "Other customary and proper accessory uses, such as, but not limited

to, garages, tool sheds, greenhouses and cabanas" a new entry which shall read as follows:

| | <u>RRC</u> | <u>A-1.2</u> | | | | | | |
|------------|------------|--------------|-----------|---------------|----------|------------|--------------|------------|
| <u>USE</u> | <u>SRA</u> | <u>SRB</u> | <u>GR</u> | <u>&3</u> | <u>I</u> | <u>IND</u> | <u>IND-1</u> | <u>IND</u> |
| | | | | | | | | P* |

"Off-street parking for vehicles associated with a principal use, located on a separate lot owned or leased by the owner of the land on which the principal use is located, within a zoning district in which the principal use is permitted.....
..... N N N N N SP SP SP"

2. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business, and Hillside Avenue Business Districts, by inserting immediately above the row which reads "Other accessory uses incidental to lawful principal uses" a new entry which shall read as follows:

| <u>USE</u> | <u>B</u> | <u>CSB</u> | <u>CB</u> | <u>ASB</u> | <u>HAB</u> |
|------------|----------|------------|-----------|------------|------------|
|------------|----------|------------|-----------|------------|------------|

"Off-street parking for vehicles associated with a principal use, located on a separate lot owned or leased by the owner of the land on which the principal use is located, within a zoning district in which the principal use is permitted.....
..... SP SP SP SP SP"

or take any other action relative thereto.

MOVED: That the Town vote to amend the Needham Zoning By-Law as Follows:

1. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.1, Uses in the Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, Apartment A-1, Apartment A-2, Apartment A-3, Institutional, Industrial, Industrial-1, and Industrial Park Districts, by inserting immediately above the row which reads "Other customary and proper accessory uses, such as, but not limited to, garages, tool sheds, greenhouses and cabanas" a new entry which shall read as follows:

| | <u>RRC</u> | <u>A-1.2</u> | | | | | | |
|------------|------------|--------------|-----------|---------------|----------|------------|--------------|------------|
| <u>USE</u> | <u>SRA</u> | <u>SRB</u> | <u>GR</u> | <u>&3</u> | <u>I</u> | <u>IND</u> | <u>IND-1</u> | <u>IND</u> |
| | | | | | | | | P* |

"Off-street parking for vehicles associated with a principal use, located on a separate lot owned or leased by the owner of the land on which the principal use is located, within a zoning district in which the principal use is permitted.....
..... N N N N N SP SP SP"

2. In Section 3.2, Schedule of Use Regulations, Subsection 3.2.2, Uses in the Business, Chestnut Street Business, Center Business, Avery Square Business, and Hillside Avenue Business Districts, by inserting immediately above the row which reads "Other accessory uses incidental to lawful principal uses" a new entry which shall read

as follows:

| <u>USE</u> | <u>B</u> | <u>CSB</u> | <u>CB</u> | <u>ASB</u> | <u>HAB</u> |
|------------|----------|------------|-----------|------------|------------|
|------------|----------|------------|-----------|------------|------------|

"Off-street parking for vehicles associated with a principal use, located on a separate lot owned or leased by the owner of the land on which the principal use is located, within a zoning district in which the principal use is permitted.....
..... SP SP SP SP SP"

Mr. Paul Killeen, member of the Planning Board, explained that this article is one small step toward alleviating the parking problem in Needham's business district to allow separate parking lots by Special Permit.

ACTION: The main motion was presented and carried unanimously by voice vote.

At this time, Mr. Thomas H. Hannigan, Chairman of the Finance Committee, requested an opportunity to review the Town's current debt picture - where we've been in the last ten years and where the Town is going with respect to new debt proposed under the draft of the FY97 Capital Plan.

Mr. Hannigan suggested that the Finance Committee adheres to two guidelines. First, all former debt service should not exceed 10% of gross revenue (about \$6.5 million) and second that levy debt should not exceed 2% of gross revenue (about \$1.1 million). The Town is not above the 10% ceiling based on gross revenue, but is a little over the 2% on levy debt. The Finance Committee believes that articles 2 through 5 should all be funded.

ARTICLE 2: APPROPRIATE FOR MODULAR CLASSROOMS

To see if the Town will vote to raise and appropriate the sum of \$600,000 to purchase and install modular classrooms at the Hillside School, to be spent under the direction of the Permanent Public Building Committee and that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$600,000 for a period of up to 10 years under G.L. Chapter 44, Section 7; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$600,000 to purchase and install modular classrooms at the Hillside School, to be spent under the direction of the Permanent Public Building Committee and that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$600,000 for a period of up to 10 years under G.L. Chapter 44, Section 7.

A motion to amend the amount of "\$600,000" to "\$223,000" was offered by Mr. Gerald A. Wasserman.

Mr. Karl H. Clauset, Jr., member, addressed this proposal on behalf of the School Committee. He stated that this request is for a two-room modular classroom at the Hillside School. The School Committee is faced with increasing enrollment and limited space. Mr. Clauset noted that it is the School Committee's priority to retain current class size. The Hillside School already needs more space and projections show the need for one more classroom by 1998 and three

more classrooms by 1999. He urged support of this article.

Mr. Thomas H. Hannigan, Chairman, advised that the Finance Committee voted to recommend adoption of this article as amended to \$223,000.

Mr. Russell S. Broad, Jr. addressed Town Meeting stating that he is in favor of these modular classrooms, but he would like the School Committee to explain why the High Rock School is leased for five years and when will it be used again for the town's space needs. He expressed the need to reduce and reform Special Education costs in this state and praised the state of Michigan for cutting taxes by raising sales taxes. He indicated that we need to make the same tough choices that the state of Michigan made.

Mr. Clauset explained that the High Rock School is under five-year lease and that the lease is up on June 30, 1998. The Ashi School has requested a one-year extension and that request has been referred to the Capital School Needs Committee. He further explained that part of the problem in predicting school enrollment. The enrollment in the last several years is going up more rapidly than previously projected and that the High Rock School was leased when rejections were lower.

Mrs. Cynthia Conturie pointed out that the School Committee originally wanted to lease the High Rock School for ten years and Mr. Richard Gatto amended the lease to five years on Town Meeting floor. She suggested that with the Newman School renovations, it will be good to have the High Rock School available.

The motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

MOVED: That the Town vote to raise and appropriate the sum of \$223,000 to purchase and install modular classrooms at the Hillside School, to be spent under the direction of the Permanent Public Building Committee and that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$223,000 for a period of up to 10 years under G.L. Chapter 44, Section 7.

ARTICLE 3: APPROPRIATE FOR MITCHELL ROOF DESIGN SPECIFICATIONS

To see if the Town will vote to raise and appropriate the sum of \$15,000 for the Mitchell School Roof Design Specifications, to be spent under the direction of the Permanent Public Building Committee and that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$15,000 for a period of up to five years under G.L. Chapter 44, Section 7; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$15,000 for the Mitchell School Roof Design Specifications, to be spent under the direction of the Permanent Public Building Committee and that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$15,000 for a period of up to five years under G.L. Chapter 44, Section 7.

ACTION: The main motion was presented and carried unanimously

by voice vote.

ARTICLE 4: APPROPRIATE FOR FIRE DEPARTMENT BASE STATION RADIO

To see if the Town will vote to raise and appropriate the sum of \$36,000 to replace the Fire Department Base Station Radio, to be expended under the direction of the Board of Selectmen and that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$36,000 for a period of up to 5 years under G.L. Chapter 44, Section 7; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$36,000 to replace the Fire Department Base Station Radio, to be expended under the direction of the Board of Selectmen and that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$36,000 for a period of up to 5 years under G.L. Chapter 44, Section 7.

Mr. William M. Powers, Selectman, addressed this proposal on behalf of the Board of Selectmen. He explained that the Fire Department Base Station is 14 years old and required repairs more and more frequently. This radio provides communication between the Fire Station and the apparatus.

Mr. John P. Ryan, member, addressed this proposal on behalf of the Finance Committee. He advised that the Finance Committee viewed the Fire Department and the Base Station radio. Because of the increasing number of repairs and the difficulty of replacing parts, the Finance Committee supports this article.

Mr. Everett E. Hicks expressed concern with this article. He noted that Town Meeting recently approved \$35,000 for a new Command Vehicle and that the old vehicle was passed down to a Deputy. Perhaps this money could be spent for a better use.

Fire Chief Robert DiPoli explained that there is a six-year replacement schedule for vehicles and that this schedule is appropriate. He also explained that while major fires have been controlled in recent years, 911 emergencies have risen to over 3,000 this year. He further advised that this vehicle has had 7 breakdowns already this year and suggested that this is a realistic request.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 5: APPROPRIATE FOR WEST STREET SEWER PUMPING STATION

To see if the Town will vote to raise and appropriate the sum of \$550,000 to rehabilitate certain portions of the the West Street Sewer Pumping Station, including engineering services, to be spent under the direction of the Board of Selectmen and that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$550,000 for a period of up to 5 years, under G.L. Chapter 44, Section 7; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$550,000 to rehabilitate certain portions of the the West Street Sewer Pumping Station, including engineering services, to be spent under the direction of the Board of Selectmen and that to meet this

appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$550,000 for a period of up to 5 years, under G.L. Chapter 44, Section 7.

A motion to amend was offered by Mr. Paul Theodore Owens to change the words "5 years" to "30 years".

A second motion to amend was offered by Mr. Paul Theodore Owens to change the words "under the direction of the Board of Selectmen" to "under the direction of the Permanent Public Building Committee".

Mr. John D. Marr, Jr., Selectman, addressed this proposal on behalf of the Board of Selectmen. He explained that the West Street Sewer Pumping Station first went into service in 1938 and served approximately 60 houses in the area. The present area has greatly expanded and includes a large residential section of the town. This is a case of obsolescence. The facility no longer has adequate capacity and is just plain wearing out.

A third motion to amend was offered by Mr. John H. Cogswell to change the amount of "\$550,000" to "\$350,000".

Mr. John M. Hession, member, addressed this proposal on behalf of the Finance Committee. He stated that this pumping station is a disaster waiting to happen. He also indicated that the timing is right to reexamine this system because there is a state revolving fund available that would require no interest for the life of the loan. However the design phase of the project must be approved tonight. The construction phase will be on the May 1997 Annual Town Meeting warrant with completion of the project by December 1999. The total cost of the project is \$2,770,000. The Finance Committee unanimously supports this article.

In response to an inquiry from Mr. George Tarallo, Mr. John H. Cogswell, explained that the first \$350,000 is included in the total estimated cost of the project and that the word "rehabilitate" is required by bond council so that they can sell the bonds. Mr. Daniel Messing expressed concern that this wording doesn't seem ethical or appropriate. Mr. Cogswell reiterated that the word "rehabilitation" is the standard wording for bond issues.

A motion to move the previous questions on the main motion and the three motions to amend was offered by Mr. Robert Y. Larsen. The motion was presented and carried by voice vote.

Mr. Cogswell's motion to amend was presented and carried unanimously by voice vote.

Mr. Owen's second motion to amend was presented and carried unanimously by voice vote.

Mr. Owen's first motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented, but the Moderator was in doubt as to the voice vote. The following Town Meeting Members were sworn in as tellers by the Moderator: Harriett D. Tippet, Foster S. Crook, Meredith P. Page, Philip V. Robey, LeRoy J. Nutile, and Jonathan M. Davis. The motion was again presented and carried by a count of hands. The hand count was Yes 188 - No 2.

VOTED: That the Town vote to raise and appropriate the sum of \$350,000 to rehabilitate certain portions of the West Street

Sewer Pumping Station, including engineering services, to be spent under the direction of the Permanent Public Building Committee and that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$350,000 for a period of up to 30 years, under G.L. Chapter 44, Section 7.

(Note: see additional vote under Article 5 upon completion of Article 6.)

ARTICLE 6: PETITION THE GENERAL COURT FOR SPECIAL LEGISLATION REGARDING GLOVER HOSPITAL

To see if the Town will authorize and empower the Board of Selectmen to file a Home Rule Petition, in substantially the following form, with the General Court:

AN ACT PROVIDING FOR THE RESOLUTION OF CERTAIN LIABILITIES OF THE TOWN OF NEEDHAM RELATIVE TO ITS OWNERSHIP AND OPERATION OF THE FORMER GLOVER MEMORIAL HOSPITAL.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by authority of same, as follows:

SECTION 1. Notwithstanding the provisions of any general or special law or regulations to the contrary, the Town of Needham, as the owner and operator of the former Glover Memorial Hospital (hereinafter referred to as the "hospital"), which owed a payment to, or was owed a payment from, the uncompensated care pool trust fund established pursuant to section seventeen of chapter one hundred and eighteen F of the General Laws, during any of the hospital's fiscal years up to and including the fiscal year which ended on the thirtieth day of June of the year nineteen hundred and ninety-four, shall have all liability which the Town has or might otherwise have to said trust fund, and all right to any payments which the Town has or might otherwise have from such trust fund, as a result of any revenue compliance calculations of the rate setting commission under the provisions of section fifty-six of chapter four hundred and ninety-five of the acts of nineteen hundred and ninety-one or any calculations by the department of medical security under the provisions of said section or under the provisions of any general or special law or regulation, or any such calculations by the division of health care finance and policy, permanently extinguished and of no further force or effect.

SECTION 2. This act shall take effect upon its acceptance by vote of the town, acting by the town meeting.

or take any other action relative thereto.

MOVED: That the Town authorize and empower the Board of Selectmen to file a Home Rule Petition, in substantially the following form, with the General Court:

AN ACT PROVIDING FOR THE RESOLUTION OF CERTAIN LIABILITIES OF THE TOWN OF NEEDHAM RELATIVE TO ITS OWNERSHIP AND OPERATION OF THE FORMER GLOVER MEMORIAL HOSPITAL.

Be it enacted by the Senate and House of Representatives in General Court assembled, and by authority of same, as follows:

SECTION 1. Notwithstanding the provisions of any general or special law or regulations to the contrary, the Town of Needham, as the owner and operator of the former Glover Memorial Hospital

hereinafter referred to as the "hospital"), which owed a payment to, was owed a payment from, the uncompensated care pool trust and established pursuant to section seventeen of chapter one hundred and eighteen F of the General Laws, during any of the hospital's fiscal years up to and including the fiscal year which ended on the thirtieth day of June of the year nineteen hundred and ninety-four, shall have all liability which the Town has or might otherwise have to said trust fund, and all right to any payments which the Town has or might otherwise have from such trust fund, as a result of any revenue compliance calculations of the rate setting commission under the provisions of section fifty-six of chapter four hundred and ninety-five of the acts of nineteen hundred and ninety-one or any calculations by the department of medical security under the provisions of said section or under the provisions of any general or special law or regulation, or any such calculations by the division of health care finance and policy, permanently extinguished and of no further force or effect.

SECTION 2. This act shall take effect upon its acceptance by vote of the town, acting by the town meeting.

The Moderator announced that Mr. Paul Theodore Owens will ask you to vote no in the main motion and will then submit a second main motion.

Mr. Paul Theodore Owens, Chairman, addressed this proposal on behalf of the Board of Selectmen. He explained that when the Glover Memorial Hospital was sold, the Town of Needham retained some liabilities and expenses. There are still several outstanding liabilities in which the state and the town do not agree. His special legislation is required in order for the town to enter into negotiations with the state.

ACTION: The first main motion was presented, but it failed to pass by voice vote.

MOVED: That the Town authorize and empower the Board of Selectmen to file a Home Rule Petition, in substantially the following form, with the General Court:

AN ACT PROVIDING FOR THE RESOLUTION OF CERTAIN LIABILITIES OF THE TOWN OF NEEDHAM RELATIVE TO ITS OWNERSHIP AND OPERATION OF THE FORMER GLOVER MEMORIAL HOSPITAL.

As it enacted by the Senate and House of Representatives in General Court assembled, and by authority of same, as follows:

SECTION 1. Notwithstanding the provisions of any general or special law or regulations to the contrary, the Town of Needham, as the owner and operator of the former Glover Memorial Hospital hereinafter referred to as the "hospital"), to the extent the Town may be deemed to be liable for a payment to or to be eligible for a payment from, the uncompensated care trust fund established pursuant to section seventeen of chapter one hundred and eighteen of the General Laws (a) as may be calculated by the department of medical security, or any successor agency, pursuant to section fifteen of chapter one hundred and eighteen F of the General Laws and any successor law or regulations promulgated pursuant thereto; and (b) may result from any revenue compliance calculations of the rate setting commission, or any successor agency, under the provisions of sections fifty-one and fifty-six of chapter four hundred and ninety-five of the acts of nineteen hundred and ninety-one or any successor law or of any regulations promulgated pursuant thereto, or under the provisions of any other general or special law or regulation, relating

to any of the hospital's fiscal years up to and including the fiscal year which ended on the thirtieth day of June of the year nineteen hundred and ninety-four, shall have all liability which the Town has or might otherwise have to said trust fund, and all right to any payments which the Town has or might otherwise have from such trust fund, as a result of any of said calculations, permanently extinguished and of no further force or effect upon the payment by the Town of an amount determined by the Board of Selectmen of the Town, after negotiations in good faith with the Division of Health Care Financing and Policy as to such amount.

SECTION 2. This act shall take effect upon its acceptance by vote of the representative town, acting by the town meeting.

ACTION: The second main motion was presented and carried unanimously by voice vote.

After the evening recess, a motion to reconsider Article 5 was offered by Mr. John H. Cogswell in order the change the word "rehabilitate" to "rehabilitate or replace". The motion to reconsider was presented and carried unanimously by voice vote.

A motion to amend was offered by Mr. John H. Cogswell after the word "rehabilitate" to add the words "or replace" and to strike the words "certain portions of the". The motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as most recently amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate the sum of \$350,000 to rehabilitate or replace the West Street Sewer Pumping Station, including engineering services, to be spent under the direction of the Permanent Public Building Committee and that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$350,000 for a period of up to 30 years, under G.L. Chapter 44, Section 7.

ARTICLE 7 was withdrawn by unanimous consent at the beginning of this Special Town Meeting.

ARTICLE 8: AUTHORIZE THE SALE OF TOWN LAND - CHESTNUT STREET

To see if the Town will vote to authorize the Board of Selectmen to sell a portion of a parcel of land located on Chestnut Street, held by the Board of Selectmen for general municipal purposes, which is a part of Lot 58 as shown on the Assessors Map Number 47; or take any other action relative thereto.

MOVED: That the Town vote to authorize the Board of Selectmen to sell a portion of a parcel of land located on Chestnut Street, held by the Board of Selectmen for general municipal purposes, which is a part of Lot 58 as shown on the Assessors Map numbered 47.

The Moderator explained that Mr. John H. Cogswell will ask Town Meeting to vote no on the first main motion and will then submit a second main motion due to the fact that Town Counsel has learned that this land was not purchased for "municipal purposes".

(Second Main motion)

MOVED: That the Town vote to authorize the Board of Selectmen

to transfer to the Board of Selectmen for conveyance or sale, a portion of a parcel of land located on Chestnut, which is part of Lot 58 as shown on the Assessor's Map Number 47 and acquired by eminent domain for municipal off-street parking purposes, by authority of the the vote of the 1950 Annual Town Meeting under Article 68, and authorize the Board of Selectmen to convey such land for a minimum amount of \$65,000, and upon such other terms as the Board of Selectmen shall consider proper.

Mr. George Tarallo questioned the size of the lot and what portion would be used for parking.

Mr. James O'Sullivan, Vice Chairman, Economic Advisory Committee addressed this proposal. He explained that a parking shortage exists and that the businesses in the downtown area represent 25% of the tax base. The plan is to square off the Chestnut Street lot for better utilization.

Mr. John H. Cogswell, Selectman, advised that parking continues to be a problem in Needham and that five studies have been made in the last five years. This shortage continues to be a prime factor in consideration of a business location. Article 8 proposes to sell a small parcel abutting the Jacobs building in order to purchase the building at 25 Chestnut Road. This will add approximately 35 spaces and upgrade the amenities. The parcel is currently assessed at \$65,000.

Mr. Maurice Handel, member, Planning Board, suggested that a new parking study is feasible and that the Planning Board may bring this proposal to the May 1997 Annual Town Meeting. Mr. Handel explained that the proposal under Article 8 would reduce the parking demand by substituting a smaller retail use for a proposed larger use in a less desirable location; increase off-street parking; promote public/private partnership to improve the downtown; promote more pedestrian use of Chestnut Street; strengthen the downtown commercial presence on Chestnut Street; and will result in a more attractive frontage on Chestnut Street.

Mr. James G. Healy, member, advised that the Finance Committee opposes this article. This is the first time the Finance Committee has seen the artist's rendering. This is a land and parking issue and should be proposed to the Finance Committee. Where is the detailed engineering plan for this proposal? Lot 62 is not owned by the Town of Needham. There have been no discussions on monetary amounts or demolition costs of the existing structure and the financial implications have not been discussed. The Finance Committee recommends a no vote on Article 8.

Mr. John H. Cogswell, Selectman, explained that one of the problems is the requirement under Massachusetts General Laws Chapter 30B that municipalities go through a bid process and must first have Town Meeting authorization to sell land. Once that process is completed, then the overall plan is contingent on Town Meeting approving a final plan.

Mrs. Jane A. Howard expressed concern that several articles require funding for the design phase and then come back at a later town meeting for the balance of the proposal. She suggested that it might be a good idea if the whole picture was presented even though the numbers will be larger.

Mr. Daniel P. Matthews, Selectman, explained that government requirements are extremely complex and that state law requires certain processes. If this proposal is turned down, it may go away.

Mr. James G. Healy, member, Finance Committee, questioned the net result of this transaction. He suggested that there is time.

Mr. Robert Y. Larsen pointed out that the artist's sketch does not show an egress onto Lincoln Street and that it is already difficult to get from Lincoln Street to Dedham Avenue particularly when there is a train coming. Mr. Larsen requested a study on this potential bottleneck.

A motion to amend the proposed second main motion was offered by Mr. Richard B. Weitzen to add before the word "transfer" the words "obtain proposals all subject to Town Meeting for the purchase of Lot 61 together with obtaining a grant easement or purchase of Lot 62, further obtaining an easement over the rear portion of Lot 59" and strike all of the language from "transfer" through "and".

Mr. John H. Cogswell, Selectman, expressed concern that this article is getting much too complicated and moved to refer the subject matter of this article to the Board of Selectmen for further study.

Mr. Fred Sklar, President of the Needham Business Association, stated that it is important that Town Meeting hear from the business community. He advised that there is a parking problem which needs to be addressed and this article seems to be an opportunity to address the problem.

After a lengthy discussion, a motion to move the previous question was offered by Mr. Gerald R. Browne. The motion was presented and carried unanimously by voice vote.

ACTION: Mr. Cogswell's first main motion was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented, but it failed to pass unanimously by voice vote.

Mrs. Meg Hale suggested that Town Meeting Members have copies of additional motions in order to avoid confusion.

Mr. Cogswell's motion to refer was presented and carried by voice vote.

ARTICLE 9 was withdrawn by unanimous consent at the beginning of this Special Town Meeting.

ARTICLE 10: AUTHORIZE GRANT OF AN EASEMENT TO NYNEX

To see if the Town will vote to authorize the Board of Selectmen to grant an easement to NYNEX on land held for water supply purposes, located on Saint Mary's Street in the Town of Needham; or take any other action relative thereto.

MOVED: That the Town vote to authorize the Board of Selectmen to grant an easement to NYNEX on land held for water supply purposes, located on Saint Mary's Street in the Town of Needham.

Mr. William M. Powers, Selectman, addressed this proposal on behalf of the Board of Selectmen. He advised that the town would receive \$25,000 for this easement.

Mr. Thomas H. Hannigan, Chairman, advised that the

Finance Committee unanimously recommends adoption of this proposal.

Mr. Richard B. Weitzen noted that this easement will last forever and suggested that the Town require NYNEX to pay \$2,000 a year forever. Mr. Powers advised that the amount of money is consistent with what other communities are paying for easements. He also explained that this easement is required for an underground vault that will hold the latest digital equipment.

ACTION: The main motion was presented and carried by voice vote.

ARTICLE 11: RESOLUTION REGARDING AMENDING THE EDUCATION REFORM ACT

To see if the Town will vote to endorse the present efforts of the League of Women Voters of Massachusetts, et al, to enact legislation to simplify and make more equitable the provisions of Chapter 70 and the Education Reform Act of 1993 regarding funding of public schools and distribution of state aid thereto, and to support cooperative action by the Board of Selectmen, the School Committee, and the Town's State Legislators to accomplish those objectives; or take any other action relative thereto.

MOVED: That the Town vote to endorse the present efforts of the League of Women Voters of Massachusetts, et al, to enact legislation to simplify and make more equitable the provisions of Chapter 70 and the Education Reform Act of 1993 regarding funding of public schools and distribution of state aid thereto, and to support cooperative action by the Board of Selectmen, the School Committee, and the Town's State Legislators to accomplish those objectives.

Upon request of Mr. James Hugh Powers, Town Meeting Member, unanimous consent was given to allow Mrs. Mary France, Chairman of the Fiscal Policy Committee of the League of Women Voters and non-resident, to respond to Town Meeting inquiries.

Mr. James Hugh Powers advised that towns are going to have a tough fight with the Legislature to change the Education Reform Act. He noted that the League of Women Voters filed legislation to simplify and made more equitable the provisions of Chapter 70 and the Education Reform Act. He urged support of this legislation on behalf of the School Finance Committee.

Mr. Daniel P. Matthews, Selectman, addressed this proposal on behalf of the Board of Selectman. He explained that there will be override ballot questions on the town election this spring. The property tax is the the source of education funding and isn't working under the current system. He further stated that there has to be a statewide effort and this resolution is a start.

Mr. Gerald A. Wasserman, Chairman, advised that the School Committee voted to support this resolution.

Mr. Thomas H. Hannigan, Chairman, advised that the Finance Committee unanimously support this resolution.

Lida E. Harkins, State Representative, agreed with the previous speakers in that it is time to look at other ways of funding education. She explained that the Legislature passed the Education Reform Act because the courts were compelling the Legislature to do so. The court requires that a minimal amount of dollars be spent on each student for education. The court ordered this seven-year program and it is currently in the fifth year. At the end of the

seventh year, the minimal amount won't be spent on each student. State Representative Harkins suggested that a better way to go is to come up with a resolution asking Legislation to look at other sources of funding.

Mr. James Hugh Powers noted that the legislature could fund some of the poorer towns. He stated that the Public School System is a State System and that the core of the problem is the use of the property tax to fund education.

After a brief discussion, a motion to move the previous question was offered by Mrs. Meredith P. Page. The motion was presented and carried unanimously by voice vote.

ACTION: The Resolution was presented and carried by voice vote.

At this time Mr. William M. Powers, Selectman, announced the creation of The Richard Patten Melick Foundation, a non-profit organization to recognize and encourage the many citizens who volunteer to make this a better community.

At 12:10 A.M., the following Resolution was offered by Town Clerk Theodora K. Eaton:

* RESOLUTION *

In Honor of Richard P. Melick
Town Moderator

WHEREAS: Richard P. Melick moved to Needham in 1956, and

WHEREAS: Richard P. Melick was first elected Town Moderator in 1962, and

WHEREAS: In his capacity as Town Moderator he made over one hundred and fifty appointments to various Town Committees and Boards, and

WHEREAS: He presided over the Annual and Special Town Meetings from 1962 through this Special Town Meeting in 1997, and

WHEREAS: Richard P. Melick worked with virtually hundreds of Town Meeting Members during his tenure as Town Moderator,

NOW, THEREFORE, BE IT RESOLVED by this body that this February 3, 1997 Special Town Meeting be dissolved in honor of Richard P. Melick and further that the residents of the Town of Needham be encouraged to express their thanks and appreciation to Mr. Melick for his thirty-five years of commitment and dedicated service to the Town of Needham.

ACTION: The Resolution was presented and carried unanimously by voice vote.

Theodora K. Eaton, CMC,
Town Clerk

A true copy
ATTEST:

RECORD OF THE ANNUAL TOWN ELECTION

MONDAY, APRIL 14, 1997

Pursuant to a Warrant issued by the Selectmen February 25, 1997 the Inhabitants of the Town of Needham qualified to vote in elections met at the polling places designated for the several precincts in said Needham on Monday, the fourteenth day of April in the year 1997 at forty-five minutes after six o'clock in the forenoon.

The meeting was called to order and the Warrant and the Officer's Return were read by the Warden of the Precincts, the reading of the articles in the Warrant being waived upon motion.

The ballot clerks were sworn to the faithful performance of their duties by their respective Wardens.

The polling places had been designated as follows:

Precinct A - Hillside School - Gymnasium
 Precinct B - Hillside School - Gymnasium
 Precinct C - Newman School - Gymnasium
 Precinct D - High Rock School (Rashi School) (Gym)
 Precinct E - Pollard Middle School - Room 226
 Precinct F - Stephen Palmer Community Room
 Precinct G - Broadmeadow School - Gymnasium
 Precinct H - Broadmeadow School - Gymnasium
 Precinct I - William Mitchell School - Gymnasium
 Precinct J - William Mitchell School - Gymnasium

The polls were opened at forty-five minutes after six o'clock in the forenoon and were kept open until eight o'clock in the afternoon.

ARTICLE 1: ANNUAL TOWN ELECTION

To choose by ballot the following Town Officers:

One Moderator for One Year;
 Two Selectmen for Three Years;
 One Assessor for Three Years;
 Two Members of School Committee for Three Years;
 One Member of School Committee for One Year;
 Two Trustees of Memorial Park for Three Years;
 Two Trustees of Needham Public Library for Three Years;
 One Member of Board of Health for Three Years;
 One Member of Planning Board for Five Years;
 One Member of Planning Board for Three Years;
 One Commissioner of Trust Funds for Three Years;
 One Commissioner of Trust Funds for One Year;
 Two Members of Park & Recreation Commission for Three Years;
 Nine Town Meeting Members from Precinct A for Three Years;
 One Town Meeting Member from Precinct A for One Year;
 Nine Town Meeting Members from Precinct B for Three Years;
 One Town Meeting Member from Precinct B for Two Years;
 Three Town Meeting Members from Precinct B for One Year;
 Nine Town Meeting Members from Precinct C for Three Years;
 Two Town Meeting Members from Precinct C for Two Years;
 Two Town Meeting Members from Precinct C for One Year;
 Nine Town Meeting Members from Precinct D for Three Years;
 One Town Meeting Member from Precinct D for Two Years;
 Eight Town Meeting Members from Precinct E for Three Years;
 Two Town Meeting Members from Precinct E for One Year;

Eight Town Meeting Members from Precinct F for Three Years;
 Two Town Meeting Members from Precinct F for One Year;
 Eight Town Meeting Members from Precinct G for Three Years;
 One Town Meeting Member from Precinct G for One Year;
 Eight Town Meeting Members from Precinct H for Three Years;
 Eight Town Meeting Members from Precinct I for Three Years;
 One Town Meeting Member from Precinct I for One Year;
 Eight Town Meeting Members from Precinct J for Three Years;

ARTICLE 2: BALLOT QUESTION

To submit the following question upon the official ballot to the voters of the Town:

QUESTION: 1 GENERAL OVERRIDE - SCHOOL DEPARTMENT

"Shall the Town of Needham be allowed to assess an additional \$1,500,000 in real estate and personal property taxes for the operations of the School Department, for the fiscal year beginning July first, nineteen hundred and ninety-seven?"

The ballot box returns in the Precincts were as follows:

| <u>PRECINCTS</u> | <u>A</u> | <u>B</u> | <u>C</u> | <u>D</u> | <u>E</u> |
|------------------|----------|----------|----------|----------|----------|
| 7:00 A.M. | 0 | 0 | 10 | 6 | 15 |
| 8:00 A.M. | 48 | 57 | 40 | 65 | 86 |
| 9:00 A.M. | 87 | 104 | 77 | 119 | 131 |
| 10:00 A.M. | 135 | 150 | 137 | 158 | 173 |
| 11:00 A.M. | 181 | 191 | 186 | 189 | 215 |
| 12:00 NOON | 221 | 229 | 240 | 226 | 265 |
| 1:00 P.M. | 253 | 270 | 281 | 259 | 302 |
| 2:00 P.M. | 296 | 308 | 338 | 308 | 355 |
| 3:00 P.M. | 342 | 351 | 385 | 348 | 414 |
| 4:00 P.M. | 394 | 390 | 432 | 405 | 457 |
| 5:00 P.M. | 459 | 454 | 505 | 474 | 533 |
| 6:00 P.M. | 513 | 513 | 576 | 576 | 622 |
| 7:00 P.M. | 593 | 593 | 652 | 669 | 724 |
| 8:00 P.M. | 660 | 668 | 749 | 758 | 838 |

| <u>PRECINCTS</u> | <u>F</u> | <u>G</u> | <u>H</u> | <u>I</u> | <u>I</u> |
|------------------|----------|----------|----------|----------|----------|
| 7:00 A.M. | 0 | 18 | 15 | 7 | 0 |
| 8:00 A.M. | 95 | - | 94 | 76 | 85 |
| 9:00 A.M. | 155 | 129 | 175 | 166 | 143 |
| 10:00 A.M. | 223 | 182 | 228 | 214 | 207 |
| 11:00 A.M. | 268 | 233 | 292 | 262 | 275 |
| 12:00 NOON | 322 | 292 | 352 | 327 | 315 |
| 1:00 P.M. | 368 | 342 | 400 | 363 | 348 |
| 2:00 P.M. | 412 | 389 | 452 | 408 | 389 |
| 3:00 P.M. | 453 | 418 | 505 | 445 | 432 |
| 4:00 P.M. | 498 | 485 | 565 | 506 | 480 |
| 5:00 P.M. | 559 | 540 | 635 | 591 | 536 |
| 6:00 P.M. | 637 | 639 | 747 | 713 | 639 |
| 7:00 P.M. | 763 | 763 | 891 | 840 | 760 |
| 8:00 P.M. | 850 | 863 | 1000 | 958 | 873 |

The Town Clerk upon receipt of the returns from the several precincts forthwith canvassed the same and announced the official results at 8:53 P.M. April 14, 1997.

(The absentee ballots are included in the Total Vote)
 TOTAL VOTE CAST: 8,219 - 44.25%

The result of the balloting was as follows:

TOWN OFFICES

| | <u>A</u> | <u>B</u> | <u>C</u> | <u>D</u> | <u>E</u> | <u>F</u> | <u>G</u> | <u>H</u> | <u>I</u> | <u>I</u> | <u>TOTAL</u> |
|--|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|--------------|
| Total Number of Votes Cast | 660 | 670 | 749 | 758 | 838 | 850 | 863 | 1000 | 958 | 873 | 8,219 |
| MODERATOR (for one year)(Vote for One) | | | | | | | | | | | |
| Gilbert W. Cox, Jr. | 243 | 232 | 294 | 276 | 268 | 290 | 245 | 322 | 303 | 320 | 2,793 |
| Michael K. Fee | 252 | 300 | 350 | 345 | 435 | 431 | 498 | 422 | 504 | 395 | 3,932 |
| Joseph A. Thissell | 98 | 63 | 50 | 63 | 70 | 73 | 66 | 166 | 71 | 95 | 815 |
| Scattered Write-Ins: | 2 | - | - | - | - | 1 | 1 | - | - | - | 4 |
| Blanks | 65 | 75 | 55 | 74 | 65 | 55 | 53 | 90 | 80 | 63 | 675 |
| SELECTMAN (for three years)(Vote for NOT MORE THAN TWO) | | | | | | | | | | | |
| Paul Theodore Owens | 374 | 402 | 448 | 423 | 508 | 504 | 528 | 579 | 568 | 514 | 4,848 |
| William M. Powers | 380 | 421 | 489 | 477 | 510 | 545 | 563 | 631 | 603 | 534 | 5,153 |
| Scattered Write-Ins | 8 | 3 | 4 | 6 | 9 | 7 | 7 | 10 | 9 | 2 | 65 |
| Blanks | 558 | 514 | 557 | 610 | 649 | 644 | 628 | 780 | 736 | 696 | 6,372 |
| ASSESSOR (for three years)(Vote for One) | | | | | | | | | | | |
| Richard W. Finnegan | 367 | 389 | 466 | 427 | 466 | 515 | 531 | 585 | 548 | 513 | 4,807 |
| Scattered Write-Ins | 1 | - | 4 | 3 | 1 | 3 | 2 | 7 | 1 | 3 | 25 |
| Blanks | 292 | 281 | 279 | 328 | 371 | 332 | 330 | 408 | 409 | 357 | 3,387 |
| SCHOOL COMMITTEE (for three years)(Vote for NOT MORE THAN TWO) | | | | | | | | | | | |
| Paul F. Denver | 341 | 350 | 411 | 405 | 462 | 487 | 523 | 543 | 596 | 475 | 4,593 |
| Michael P. Hourigan | 318 | 336 | 416 | 370 | 417 | 462 | 508 | 514 | 476 | 431 | 4,248 |
| Scattered Write-Ins | 4 | 1 | 3 | - | 4 | 4 | 4 | 5 | 1 | 5 | 31 |
| Blanks | 657 | 653 | 668 | 741 | 793 | 747 | 691 | 938 | 843 | 835 | 7,566 |
| SCHOOL COMMITTEE (for one year)(Vote for ONE) | | | | | | | | | | | |
| Erwin Silverstein | 383 | 333 | 327 | 275 | 308 | 421 | 290 | 379 | 370 | 372 | 3,458 |
| Robert A. Thorndike | 173 | 219 | 298 | 366 | 374 | 302 | 409 | 405 | 389 | 338 | 3,273 |
| Scattered Write-Ins | 1 | - | 1 | - | - | - | - | 3 | 1 | 2 | 8 |
| Blanks | 103 | 118 | 123 | 117 | 156 | 127 | 164 | 213 | 198 | 161 | 1,480 |
| TRUSTEE OF MEMORIAL PARK (for three years)(Vote for NOT MORE THAN TWO) | | | | | | | | | | | |
| John J. Logan, Jr. | 351 | 371 | 433 | 394 | 454 | 496 | 517 | 550 | 516 | 491 | 4,573 |
| Catherine A. Schneider | 292 | 327 | 356 | 332 | 363 | 410 | 403 | 464 | 448 | 389 | 3,784 |
| Scattered Write-Ins | - | - | 3 | 3 | 1 | - | 1 | 2 | 1 | 3 | 14 |
| Blanks | 677 | 642 | 706 | 787 | 858 | 794 | 805 | 984 | 951 | 863 | 8,067 |
| TRUSTEE OF NEEDHAM PUBLIC LIBRARY (for three years)(Vote for NOT MORE THAN TWO) | | | | | | | | | | | |
| Emily M. Salaun | 377 | 379 | 454 | 413 | 460 | 503 | 524 | 594 | 541 | 533 | 4,778 |
| Gregory John Shesko | 350 | 355 | 409 | 390 | 446 | 502 | 522 | 539 | 518 | 441 | 4,472 |
| Scattered Write-Ins | - | - | 2 | - | 2 | 1 | 1 | 5 | - | 1 | 12 |
| Blanks | 593 | 606 | 633 | 713 | 768 | 694 | 679 | 862 | 857 | 771 | 7,176 |
| BOARD OF HEALTH (for three years)(Vote for One) | | | | | | | | | | | |
| Seymour B. Bigman | 78 | 76 | 92 | 70 | 58 | 78 | 58 | 74 | 59 | 65 | 708 |
| Marcia S. Izzi | 132 | 143 | 143 | 147 | 201 | 174 | 187 | 235 | 195 | 198 | 1,755 |
| Alan K. Stern | 294 | 300 | 334 | 340 | 353 | 391 | 381 | 429 | 454 | 381 | 3,657 |
| Scattered Write-Ins | - | - | - | - | 1 | - | - | 2 | 1 | 1 | 5 |
| Blanks | 156 | 151 | 180 | 201 | 225 | 207 | 237 | 260 | 249 | 228 | 2,094 |
| PLANNING BOARD (for five years)(Vote for One) | | | | | | | | | | | |
| Bruce T. Eisenhut | 238 | 226 | 246 | 290 | 234 | 274 | 166 | 248 | 234 | 251 | 2,407 |
| Robert T. Smart, Jr. | 234 | 270 | 289 | 293 | 399 | 372 | 508 | 480 | 487 | 404 | 3,736 |
| Scattered Write-Ins | 4 | 1 | - | - | 2 | 2 | - | 2 | - | - | 11 |
| Blanks | 184 | 173 | 214 | 175 | 203 | 202 | 189 | 270 | 237 | 218 | 2,065 |

TOWN OFFICES

| | <u>A</u> | <u>B</u> | <u>C</u> | <u>D</u> | <u>E</u> | <u>F</u> | <u>G</u> | <u>H</u> | <u>I</u> | <u>I</u> | <u>TOTAL</u> |
|--|----------|----------|----------|----------|----------|----------|----------|----------|----------|----------|--------------|
| Total Number of Votes Cast | 660 | 670 | 749 | 758 | 838 | 850 | 863 | 1000 | 958 | 873 | 8,219 |
| PLANNING BOARD (for three years)(Vote for One) | | | | | | | | | | | |
| Maurice P. Handel | 303 | 299 | 287 | 307 | 295 | 423 | 308 | 342 | 356 | 369 | 3,289 |
| Daniel C. Wright | 187 | 204 | 256 | 244 | 307 | 258 | 356 | 379 | 356 | 292 | 2,839 |
| Scattered Write-Ins | 1 | - | 1 | - | - | 1 | 1 | 2 | - | - | 6 |
| Blanks | 169 | 167 | 205 | 207 | 236 | 168 | 198 | 277 | 246 | 212 | 2,085 |
| COMMISSIONER OF TRUST FUNDS (for three years)(Vote for One) | | | | | | | | | | | |
| Robert W. Cutts | 337 | 350 | 422 | 382 | 413 | 459 | 465 | 533 | 496 | 460 | 4,317 |
| Scattered Write-Ins | 1 | 1 | - | - | 1 | - | - | 4 | - | - | 7 |
| Blanks | 322 | 319 | 327 | 376 | 424 | 391 | 398 | 463 | 462 | 413 | 3,895 |
| COMMISSIONER OF TRUST FUNDS (for one year)(Vote for One) | | | | | | | | | | | |
| Patrick C. Forde | 170 | 234 | 271 | 277 | 367 | 340 | 422 | 465 | 511 | 347 | 3,404 |
| Ira A. Nagel | 311 | 243 | 219 | 232 | 198 | 252 | 164 | 245 | 178 | 260 | 2,302 |
| Scattered Write-Ins | 1 | 1 | - | 1 | 1 | 1 | - | 1 | - | - | 6 |
| Blanks | 178 | 192 | 259 | 248 | 272 | 257 | 277 | 289 | 269 | 266 | 2,507 |
| PARK & RECREATION COMMISSION (for three years)(Vote for NOT MORE THAN TWO) | | | | | | | | | | | |
| Thomas J. Conroy | 371 | 368 | 422 | 392 | 466 | 495 | 500 | 595 | 563 | 505 | 4,677 |
| Richard B. Weitzen | 319 | 315 | 369 | 371 | 411 | 430 | 456 | 479 | 465 | 432 | 4,047 |
| Scattered Write-Ins | 1 | 1 | 2 | 3 | 2 | - | 4 | 4 | 1 | 2 | 20 |
| Blanks | 629 | 656 | 705 | 750 | 797 | 775 | 766 | 922 | 887 | 807 | 7,694 |

QUESTION #1 - General Override - School Department

| | | | | | | | | | | | |
|--------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| YES | 258 | 283 | 382 | 379 | 428 | 440 | 459 | 466 | 508 | 409 | 4,012 |
| NO | 385 | 376 | 353 | 353 | 388 | 395 | 389 | 515 | 432 | 445 | 4,031 |
| Blanks | 17 | 11 | 14 | 26 | 22 | 15 | 15 | 19 | 18 | 19 | 176 |

TOWN MEETING MEMBERS

*Not Elected

PRECINCT A (for three years)(Vote for NOT MORE THAN NINE)

| | | | |
|-------------------|-----|------------------------|-----|
| Sylvia Shuman | 349 | Alan H. Davidson | 303 |
| Beverly E. Luskin | 338 | Richard D. Lempitski | 300 |
| Donald J. Newman | 324 | Doris O. Waldstein | 297 |
| John D. Genova | 321 | * Michael A. Cerundolo | 231 |
| George Tarallo | 312 | * Scattered Write-Ins: | 5 |
| Louise P. Swanson | 309 | | |

PRECINCT A (for one year)(Vote for ONE)

| | | | |
|----------------|-----|------------------|-----|
| Bruce Monteith | 232 | Roberta R. Wayne | 123 |
| Alan S. Fanger | 138 | | |

TOWN MEETING MEMBERS

Not Elected

PRECINCT B (for three years)(Vote for NOT MORE THAN NINE)

| | | | |
|-----------------------|-----|------------------------|-----|
| John F. Whalen, Jr. | 342 | Jason L. Levy | 310 |
| William E. Duncan | 329 | Richard B. Moody | 309 |
| John J. Frankenthaler | 319 | Albert E. Mills | 302 |
| John R. Moynihan | 319 | Richard B. Remnitz | 297 |
| John F. Fener | 312 | * Scattered Write-Ins: | 6 |

PRECINCT B (for two years)(Vote for ONE)

| | | | |
|--------------------|-----|------------------------|---|
| John T. Kalamvokis | 354 | * Scattered Write-Ins: | 1 |
|--------------------|-----|------------------------|---|

PRECINCT B (for one year)(Vote for NOT MORE THAN THREE)

| | | | |
|---------------------|-----|------------------------|-----|
| John C. Halfrey | 334 | David A. Weiner | 318 |
| Elizabeth A. Harris | 344 | * Scattered Write-Ins: | 1 |

PRECINCT C (for three years)(Vote for NOT MORE THAN NINE)

| | | | |
|---------------------|-----|------------------------|-----|
| John D. Campbell | 356 | Daniel L. Lintz | 310 |
| Andrea Balzer Tobin | 348 | David W. Lombard | 301 |
| Daniel P. Messing | 335 | Eugene S. Ciolfi | 270 |
| Mary J. P. O'Brien | 320 | * Jonathan D. Tamkin | 252 |
| Patrick J. Hyland | 316 | * Scattered Write-Ins: | 13 |
| Eileen R. Jekowsky | 315 | | |

PRECINCT C (for two years)(Vote for NOT MORE THAN TWO)

| | | | |
|-------------------------------|-----|------------------------|---|
| John Z. Nadol | 409 | * Scattered Write-Ins: | 9 |
| Write-In: Sandra Balzer Tobin | 6 | | |

PRECINCT C (for one year)(Vote for NOT MORE THAN TWO)

| | | | |
|-----------------|-----|------------------|-----|
| Carl J. Lueders | 405 | Everett E. Hicks | 381 |
|-----------------|-----|------------------|-----|

PRECINCT D (for three years)(Vote for NOT MORE THAN NINE)

| | | | |
|----------------------|-----|-------------------------------|-----|
| Carl H. Clauset, Jr. | 415 | Cynthia L. Conturie | 354 |
| Robert Todd Pratt | 369 | Ilene Hoffman | 345 |
| Christina W. Millet | 363 | Claudia B. Wallace | 286 |
| Thomas F. Soisson | 363 | * Write-In: Sharon C. O'Brien | 2 |
| Roger B. Hunt | 360 | * Scattered Write-Ins: | 3 |
| Bori B. Mock | 356 | | |

PRECINCT D (for two years)(Vote for ONE)

| | | | |
|---------------------|-----|--------------------|-----|
| Robert A. Thorndike | 250 | * Gerald M. Sharpe | 107 |
| Julie A. Gillis | 191 | | |

TOWN MEETING MEMBERS

*Not Elected

PRECINCT E (for three years)(Vote for NOT MORE THAN EIGHT)

| | | | |
|--------------------|-----|----------------------------|-----|
| Mary Jane Baker | 453 | Andrea Jan Wizer | 407 |
| Linda H. Novak | 440 | Jeffrey A. Kleiman | 405 |
| John P. Connelly | 428 | Michelle S. Ardini | 352 |
| Cynthia J. Chaston | 413 | * Write-In: Phyllis M. Uhl | 3 |
| Gary J. Uhl | 407 | * Scattered Write-Ins: | 3 |

PRECINCT E (for one year)(Vote for NOT MORE THAN TWO)

| | | | |
|---------------------|-----|------------------------|----|
| Paul J. Durda | 460 | * Julia Pearson | 2 |
| Write-Ins: | | * Paul A. Siegenthaler | 2 |
| Mark A. B. Walter | 4 | * Jay Tracey | 2 |
| * Theodore L. Baker | 2 | * Scattered Write-Ins: | 15 |

PRECINCT F (for three years)(Vote for NOT MORE THAN EIGHT)

| | | | |
|---------------------|-----|------------------------|----|
| Meg Hale | 463 | Write-Ins: | |
| Deborah S. Winnick | 445 | Catherine R. Parnell | 19 |
| Elizabeth M. Keil | 437 | * Keneth Monteith | 6 |
| Donnell F. O'Duggan | 417 | * Heather Marsh | 3 |
| Edith B. Martin | 412 | * Jennifer S. Sexton | 2 |
| Phyllis S. Fanger | 365 | * Scattered Write-Ins: | 23 |
| Jeffrey D. Heller | 345 | | |

PRECINCT F (for one year)(Vote for NOT MORE THAN TWO)

| | | | |
|----------------|-----|------------------------|---|
| Robert F. Enos | 480 | Write-In: | |
| Ada W. Suydam | 370 | * Catherine R. Parnell | 3 |
| | | * Scattered Write-Ins: | 2 |

PRECINCT G (for three years)(Vote for NOT MORE THAN EIGHT)

| | | | |
|---------------------|-----|-----------------------------|-----|
| Susan Welby | 453 | Michael P. Hourigan | 307 |
| Marsha C. Salett | 368 | * Karl P. Heinz | 296 |
| Richard DeMeis | 357 | * Ronald W. Ruth | 284 |
| Helen D. Jursek | 352 | * Michael J. Litchman | 266 |
| Charlotte B. Sidell | 341 | * Write-In: Jeffrey C. Turk | 2 |
| John J. Romeo | 331 | * Scattered Write-Ins: | 5 |
| Richard B. Weitzen | 329 | | |

PRECINCT G (for one year)(Vote for ONE)

| | | | |
|-------------------------|-----|------------------------|---|
| Thomas M. Loughran | 325 | * Scattered Write-Ins: | 3 |
| * Normand L. Provencher | 278 | | |

TOWN MEETING MEMBERS

Not Elected

PRECINCT H (for three years)(Vote for NOT MORE THAN EIGHT)

| | | | |
|-------------------|-----|------------------------|----|
| Ellen M. Grady | 591 | Write-Ins: | |
| Peter Friedenber | 530 | Thomas . Hannigan, Jr. | 40 |
| Peter E. McElroy | 522 | * Michael A. Diener | 13 |
| Elizabeth L. Rich | 517 | * Dalton L. Murphy | 4 |
| Daniel H Kumin | 503 | * John R. Weinberg | 3 |
| ohn A. Bulian | 469 | * Jeffrey Wilmot | 3 |
| Brett N. Dorny | 466 | *Scattered Write-Ins: | 38 |

PRECINCT I (for three years)(Vote for NOT MORE THAN EIGHT)

| | | | |
|-------------------|-----|------------------------|-----|
| Maura O. Walsh | 459 | Keith M. McClelland | 389 |
| Mary Lynn Hamlin | 458 | Michael T. Vaughn | 334 |
| Gerald R. Browne | 422 | * Gabriel H. Teninbaum | 314 |
| Patrick C. Forde | 418 | * Jill C. Kahn | 296 |
| Elaine E. Messias | 414 | * Scattered Write-Ins: | 5 |
| Alan D. Burt | 405 | | |

PRECINCT I (for one year)(Vote for ONE)

| | | | |
|-------------------|-----|-----------------------|---|
| Steven R. Maxwell | 547 | *Scattered Write-Ins: | 2 |
|-------------------|-----|-----------------------|---|

PRECINCT J (for three years)(Vote for NOT MORE THAN EIGHT)

| | | | |
|--------------------|-----|-----------------------|-----|
| Jusan B. Condon | 494 | Robert A. Downs | 403 |
| oster S. Crook | 447 | Catherine J. Barker | 373 |
| uzane M. Doisneau | 447 | * David A. Rich | 363 |
| Barbara J. Downs | 434 | Write-In: | |
| lfred J. Murphy | 433 | * Lisa S. Higgins | 5 |
| Margaret A. Tucker | 416 | *Scattered Write-Ins: | 8 |

The ballots cast in the several precincts were returned to the Town Clerk in the sealed containers. The voting lists used at the entrance to the polling place and at the ballot boxes and a copy of the precinct record of the election were also returned, all properly sealed in conformity with the laws governing elections.

Adjourned at 8:53 P.M., April 14, 1997.

Theodora K. Eaton, CMC/AAE/CMMC,

Town Clerk

true copy
ATTEST:

ELECTION #1
(To Break Tie Vote in Precinct C
for Write-In Candidates for Two-Year Term)

Wednesday, April 23, 1997
7:30 P.M.

In accordance with Section 9, Chapter 403 of the Acts of 1971 (Town Charter), a meeting of the Town Meeting Members from Precinct C was held on Wednesday evening, April 23, 1997 for the purpose of electing one of several write-in candidates receiving tie votes for the two-year term. A quorum was present; ballots were cast with the following results:

| | |
|---------------------|---------|
| Evelyn S. Dow | 5 Votes |
| Andrew Cetlin | 4 Votes |
| Gary L. Greenstein | 2 Votes |
| Lorraine Roth | 1 Vote |
| Charlene M. Roberts | 1 Vote |

Theodora K. Eaton, CMC/AEE,
Town Clerk

Attest:

ELECTION #1
(To Break Tie Vote in Precinct C
for Write-In Candidates)

Wednesday, April 23, 1997
7:30 P.M.

In accordance with Section 9, Chapter 403 of the Acts of 1971 (Town Charter), a meeting of the Town Meeting Members from Precinct C was held on Wednesday evening, April 23, 1997 for the purpose of electing one of several write-in candidates receiving tie votes to fill a vacancy until the next Annual Town Election due to the appointment of Ron Sockol as Chairman of the Trustees of Memorial Park which automatically places him on the list of Town Meeting Members At-Large. A quorum was present; ballots were cast with the following results:

| | |
|------------------------|---------|
| Andrew Cetlin | 7 Votes |
| William D. Tailby, Jr. | 3 Votes |
| Adrian B. Share | 2 Votes |
| William H. Dugan, Jr. | 1 Vote |

Theodora K. Eaton, CMC/AEE,
Town Clerk

Attest:

RECOUNT OF VOTES CAST FOR THE PROPOSITION 2½
GENERAL OVERRIDE BALLOT QUESTION -
SCHOOL DEPARTMENT

May 3, 1997

A petition having been filed for a recount of the votes cast for the General Override Ballot Question #1 put to the voters of the Town of Needham at the Annual Town Election on April 14, 1997 the recount was conducted under the provisions of Chapter 54, Section 135 of the General Laws, as amended. A canvass of all votes cast for that question was held in the cafeteria at the Newman Elementary School on Saturday, May 3, 1997 at 9:00 o'clock A.M. Ms. Claire Messing and Mr. Patrick A Alessi, Chairman of the Needham Taxpayers Association, respectively, were represented by counsel and by observers at each table. The recount was held under the supervision of the Board of Registrars, with the following results:

| | <u>A</u> | <u>B</u> | <u>C</u> | <u>D</u> | <u>E</u> |
|---------------|----------|----------|----------|----------|----------|
| <u>YES</u> | 258 | 283 | 382 | 382 | 429 |
| <u>NO</u> | 386 | 381 | 356 | 355 | 393 |
| <u>BLANKS</u> | 16 | 6 | 10 | 21 | 16 |

| | | | | | |
|--------------|-----|-----|-----|-----|-----|
| <u>TOTAL</u> | 660 | 670 | 748 | 758 | 838 |
|--------------|-----|-----|-----|-----|-----|

| | <u>F</u> | <u>G</u> | <u>H</u> | <u>I</u> | <u>J</u> | <u>TOTAL</u> |
|---------------|----------|----------|----------|----------|----------|--------------|
| <u>YES</u> | 442 | 461 | 466 | 508 | 408 | 4,019 |
| <u>NO</u> | 397 | 393 | 522 | 432 | 454 | 4,069 |
| <u>Blanks</u> | 11 | 12 | 13 | 18 | 12 | 135 |

| | | | | | | |
|--------------|-----|-----|------|-----|-----|-------|
| <u>TOTAL</u> | 850 | 866 | 1001 | 958 | 874 | 8,223 |
|--------------|-----|-----|------|-----|-----|-------|

TOTAL VOTES CAST - 8,223

The canvass was completed at 12:35 o'clock P.M. , May 3, 1997, and the ballots were repacked in containers which were sealed and placed in the custody of the Town Clerk.

Theodora K. Eaton, CMC/AEE
Town Clerk
Clerk of the Board of Registrars

Attest:

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| 6. | Amend Zoning By-Law: Floor Area Ratio (F.A.R.) for Residential Lots in Rural Residence-Conservation, Single Residence A, Single Residence B, and General Residence Districts | 35/36 |
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| 51. | Appropriate for Landfill Reuse Engineering | 61 |
| 52. | Appropriate for a DPW Material Screener | 61-62 |
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| 7. | Amend General By-law Section 2.1.5 (Vacancies in Certain Appointive Offices) | 32-33/66 |
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ANNUAL TOWN MEETING FOR THE TRANSACTION OF BUSINESS

May 5, 1997

Pursuant to a Warrant issued by the Selectmen February 25, 1997, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman School on Monday, May 5, 1997, at 7:30 o'clock in the afternoon.

The checkers appointed by the Selectmen were sworn to the faithful performance of their duties by the Town Clerk.

Check lists were used and 256 voters, including 239 Town Meeting Members, were checked on the list as being present.

The meeting was called to order at 7:30 o'clock by the Moderator, Michael K. Fee. The colors were presented by Eagle Scouts "DJ" Wilsey and Jonathan Hofeller, while those present joined in pledging allegiance to the flag. The Moderator thanked Marc Oddo and Jim Crowley for manning the microphones this evening.

At the designation of Reverend Mark A. Fowler, President of the Needham Clergy Association, Reverend Roy A. Cederholm, Pastor, Christ Episcopal Church, gave the invocation.

The call to the meeting and the officer's return were read by the Town Clerk, the reading of the articles in the Warrant being waived upon motion.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

The Town Meeting Members were sworn to the faithful performance of their duties by the Town Clerk.

The Moderator announced the following ground rules and these were adopted unanimously:

1. A speaker will be ruled out of order who refers to personalities. Let us remember that we are one Town Meeting Family with a common goal: the best interest of the community.
2. Rise to be recognized and address the chair; speak your name so that the Town Clerk can complete her records.
3. Disclosure required by one employed as an attorney by another who is interested in a matter; General By-Laws, Art. I, section 9.
4. Any speaker who addresses the merits of a matter shall not be permitted to place on the floor immediately following the speaker's remarks, a motion to move the previous question or a motion to limit debate; General By-Laws, Art. I, section 6.
5. If lengthy or complicated motions are not drafted and reviewed by the Moderator prior to being placed on the floor, then the speaker will yield the floor to another speaker while the drafting and formulation process is occurring. Short motions to amend and procedural motions need not be in writing.
6. Parliamentary procedures known as "points of information" and "points of order" shall be strictly construed so as not to elong or permit debate after a motion to move the previous question has been voted in the affirmative.

7. Limits of debate shall be enforced.

8. Questions asked for general information purpose unnecessary for the consideration of the matter on the floor shall be ruled out of order.

9. If a speaker either makes any reference whatsoever to the existence or presence of cameras within the hall or within the sole discretion of the Moderator it is believed that the remarks of the speaker are in any way affected by the existence of the cameras, then in either event the speaker will be ruled out of order and requested to immediately be seated.

10. After a motion to put the previous question has been voted a member may rise to a point of information only to inquire (1) what the motion or motions are that are to be put pursuant to said vote or (2) to ask as to the order in which motions are to be so put if there be more than one motion to be voted upon, and for no other purpose.

Unanimous consent was given to adopt the following limits of debate:

25 Minutes - Committee Chairmen, proponents, attorneys representing proponents; subject to extension at the discretion of the Moderator in cases of a building committee report or the like.

10 Minutes - Town Meeting members, non-town meeting members visitors other than attorneys.

Changes in affirmative motions contrasted with articles were noted by the Moderator.

The Moderator announced that the proponents of Articles 7, 8, 11, 38, 60, 62, and 63 requested unanimous consent to withdraw these articles. Town Meeting Members indicated that there were no objections to the withdrawal of Articles 7, 8, 11, 38, 60, 62, and 63. It was voted unanimously to withdraw Articles 7, 8, 11, 38, 60, 62, and 63.

The Moderator asked unanimous consent to omit the reading of the articles and to refer to them by number only. Any Town Meeting Member who wished to "question" or "debate" should so indicate when the number was called and those articles not so indicated would be adopted by unanimous consent. There was no objection and the Moderator declared this method to be adopted unanimously.

The Moderator then proceeded to call each article in the Warrant by number commencing with Article No. 4. No Town Meeting Member responded with "question" or "debate" to the following articles: 4, 17, 18, 24, 25, 26, 27, 29, 34, 67, 68, 73, 74, and 75.

The Moderator then called each of the above-mentioned articles by number and no objection was heard to adoption by unanimous consent. The Moderator stated that the Town Counsel had filed copies of an affirmative motion for each article with the Town Clerk on April 22, 1997, and that the motions had been available for public scrutiny since that date. It was moved that all affirmative motions for the above-mentioned articles be adopted by unanimous consent. It was so unanimously voted and the Town Clerk was requested to so record. As a result thereof, said articles and the votes thereunder are as follows:

ARTICLE 4: STREET ACCEPTANCE

To see if the Town will vote to accept the following streets or portions thereof, constructed by developers under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk, including the taking or acceptance of easements as shown on said plans:

Burr Drive, from South Street to the end;
Cynthia Road, from Central Avenue to the end of the 1971 layout;
Louart Road, from Central Avenue to Cynthia Road;
Wildale Circle, from Cynthia Road to the end.

or take any other action relative thereto.

MOVED: That the Town vote to accept the following streets or portions thereof, constructed by developers under the requirements of the Subdivision Control Law and as laid out by the Board of Selectmen according to plans on file with the Town Clerk, including the taking or acceptance of easements as shown on said plans:

Burr Drive, from South Street to the end;
Cynthia Road, from Central Avenue to the end of the 1971 layout;
Louart Road, from Central Avenue to Cynthia Road;
Wildale Circle, from Cynthia Road to the end.

ACTION: So voted by unanimous vote.

ARTICLE 17: APPROPRIATE FOR HAZARDOUS WASTE COLLECTION DAY

To see if the Town will vote to raise and appropriate \$20,000 for the purpose of conducting a hazardous waste collection day, said sum to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate \$20,000 for the purpose of conducting a hazardous waste collection day, said sum to be spent under the direction of the Board of Selectmen and raised from the tax levy.

ACTION: So voted by unanimous vote.

ARTICLE 18: APPROPRIATE FOR OIL TANK REMOVAL

To see if the Town will vote to raise and appropriate \$5,000 for the purpose of removing an underground oil tank at 83 Pickering Street (Stephen Palmer Center), said sum to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate \$5,000 for the purpose of removing an underground oil tank at 83 Pickering Street (Stephen Palmer Center), said sum to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy.

ACTION: So voted by unanimous vote.

ARTICLE 24: CONTINUE REVOLVING FUND - MEMORIAL PARK

To see if the Town will vote to continue a revolving fund account pursuant to the provisions of G.L. Chapter 44, Section 53E ½ for the revenues from Memorial Park food concessions, said funds to be used for improvements to the Memorial Park and to authorize the Memorial Park Trustees to expend money from said fund in fiscal year 1998 in the amount of \$4,100; or take any other action relative thereto.

Summary of M.G.L. Chapter 44, Section 53E ½: A revolving fund established under the provisions of G.L. Chapter 44, Section 53E ½ must be authorized annually by vote of the Town Meeting. The Town Meeting may authorize the use of one or more revolving funds by one or more municipal agencies, boards, departments or offices which fund shall be accounted for separately from all other monies in the Town. The fund shall be credited with only the departmental receipts received in connection with the programs supported by such revolving fund and expenditures may be made from the revolving fund without further appropriation, subject to the provisions of Section 53E ½.

The annual Town Meeting authorization for each revolving fund shall specify:

- (1) the programs and purposes for which the revolving fund may be expended;
- (2) the departmental receipts which shall be credited to the revolving fund;
- (3) the board, department or officer authorized to expend from such fund; and
- (4) a limit on the amount which may be expended from such fund in the ensuing year.

In any fiscal year the Board of Selectmen and the Finance Committee may approve an increase in the amount to be spent from the revolving fund, but in no event shall any agency, board, department or officer be authorized to expend in any one fiscal year more than one percent of the amount raised by the Town by taxation in the most recent fiscal year for which a tax rate has been certified pursuant to MGL Chapter 59, section 23.

Said agency, board, department or office shall report annually to the Town Meeting or Board of Selectmen as provided by Section 53E ½.

At the close of a fiscal year in which a revolving fund is not reauthorized for the following year or in which the Town changes the purpose for which money may be spent the following year, the balance shall revert to surplus revenue unless the Annual Town Meeting votes to transfer such balance to another revolving fund.

MOVED: That the Town vote to continue a revolving fund account pursuant to the provisions of G.L. Chapter 44, Section 53E ½ for the revenues from Memorial Park food concessions, said funds to be used for improvements to the Memorial Park and to authorize the Memorial Park Trustees to expend money from said fund in fiscal year 1998 in the amount of \$4,100.

ACTION: So voted by unanimous vote.

ARTICLE 25: CONTINUE REVOLVING FUND - LOCAL TRANSPORTATION

To see if the Town will vote to continue a revolving fund account pursuant to the provisions of G.L. Chapter 44, Section 53E ½ for the revenues and expenditures associated with local transportation including grant revenues from the MBTA Suburban Transportation Program and authorize the Board of Selectmen, through the Town Administrator, to expend money from such fund in fiscal year 1998 in the amount of \$40,000; or take any other action relative thereto.

Summary of M.G.L. Chapter 44, Section 53E ½: See summary for Article 24.

MOVED: That the Town vote to continue a revolving fund account pursuant to the provisions of G.L. Chapter 44, Section 53E ½ for the revenues and expenditures associated with local transportation including grant revenues from the MBTA Suburban Transportation Program and authorize the Board of Selectmen, through the Town Administrator, to expend money from such fund in fiscal year 1998 in the amount of \$40,000.

ACTION: So voted by unanimous vote.

ARTICLE 26: CONTINUE REVOLVING FUND: YARD WASTE PROCESSING PROGRAM

To see if the Town will vote to continue a revolving fund account pursuant to the provisions of G.L. Chapter 179 of the Acts of 1993 for the revenues and expenditures associated with the Yard Waste Processing Program and to authorize the Board of Selectmen, through the Director of Public Works, to expend money from said fund in fiscal year 1998 in the amount of \$75,000; or take any action relative thereto.

Summary of Chapter 179 of the Acts of 1993: This law authorizes the creation of an intergovernmental revolving fund by a town that is the lead community in the operation of a multi-community yard waste processing or recycling program. For a lead community to create the fund, its board of selectmen must vote to authorize it, must establish a limit on the total amount which may be spent from the fund for the first fiscal year and must designate the department responsible for operating the yard waste processing or recycling program. For future fiscal years the local appropriating body will set the annual spending limit and designate the responsible department. The spending limit may be increased during the course of any fiscal year with the approval of the board of selectmen.

Participating communities will appropriate funds for the purposes of the yard waste processing or recycling program and will pay them over to the treasurer of the lead community. Any other receipts generated in connection with the program will also be credited to the fund. Monies in the fund may be spent without appropriation for the operation of the program, but no expenditures may be made or obligations incurred in excess of the actual monies received and credited to the fund, nor of the approved spending limit for the year. The balance in the fund at the end of the fiscal year will carry forward into the next year. An annual report on the operation of the fund is to be prepared by the accounting officer, reviewed by the board of selectmen, and forwarded to the Bureau of Accounts.

MOVED: That the Town vote to continue a revolving fund account pursuant to the provisions of G.L. Chapter 179 of the Acts of 1993 for the revenues and expenditures associated with the Yard Waste Processing Program and to authorize the Board of Selectmen, through the Director of Public Works, to expend money from said fund in fiscal year 1998 in the amount of \$75,000.

ACTION: So voted by unanimous vote.

ARTICLE 27: CONTINUE REVOLVING FUND - HOME COMPOSTING BIN ACCOUNT

To see if the Town will vote to continue a revolving fund account pursuant to the provisions of G.L. Chapter 44, Section 53E ½ for the revenues and expenditures associated with the sale of home composting bins and authorize the Board of Selectmen, through the Director of Public Works, to expend money from such fund in fiscal year 1998 in the amount of \$2,900 for the purchase of additional bins and related costs; or take any other action relative thereto.

MOVED: That the Town vote to continue a revolving fund account pursuant to the provisions of G.L. Chapter 44, Section 53E ½ for the revenues and expenditures associated with the sale of home composting bins and authorize the Board of Selectmen, through the Director of Public Works, to expend money from such fund in fiscal year 1998 in the amount of \$2,900 for the purchase of additional bins and related costs.

ACTION: So voted by unanimous vote.

ARTICLE 29: AUTHORIZATION TO EXPEND STATE FUNDS FOR WAYS

To see if the Town will vote to authorize the Board of Selectmen to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town Ways and authorize the expenditure of \$699,275 provided or to be provided by the Commonwealth of Massachusetts through the Massachusetts Highway Department; or take any other action relative thereto.

MOVED: That the Town vote to authorize the Board of Selectmen to permanently construct, reconstruct, resurface, alter or make specific repairs upon all or portions of various Town Ways and authorize the expenditure of \$699,275 provided or to be provided by the Commonwealth of Massachusetts through the Massachusetts Highway Department.

ACTION: So voted by unanimous vote.

ARTICLE 34: APPROPRIATE FOR MITCHELL SCHOOL INTERCOM/CLOCK/BELL SYSTEM

To see if the Town will vote to raise and appropriate the sum of \$30,000 to purchase a Intercom/Clock /Bell System for the Mitchell School, to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$30,000 to purchase a Intercom/Clock /Bell System for the Mitchell School, to be spent under the direction of the Municipal Building Maintenance Board and raised from the tax levy.

ACTION: So voted by unanimous vote.

ARTICLE 67: AMEND GENERAL BY-LAW SECTION 2.1.5 (VACANCIES IN CERTAIN APPOINTIVE OFFICES)

To see if the Town will vote to amend its General By-Laws by inserting after Section 2.1.4 the following new section:

"SECTION 2.1.5. VACANCIES IN CERTAIN APPOINTIVE OFFICES.

2.1.5.1 Definitions

For the purposes of this Section 2.1.5 the following words shall have the following meanings:

a) appointive committee: A committee, commission or board of the town composed of members appointed by one or more appointing authorities and created by:

- 1) town by-law
- 2) vote of Town Meeting
- 3) vote of a committee, commission or board of the town, or
- 4) interdepartmental agreement

2.1.5.2. The appointing authority may remove and replace, prior to the end of his or her term, any person it has appointed to an appointive committee for excessive absences from committee meetings or because of medical incapacity, but only upon the written request of a majority of the remaining members of the appointive committee.

2.1.5.3 The appointing authority may remove and replace, prior to the end of his or her term, any person it has appointed to an appointive committee because of the requirements of the Conflict of Interest Laws, G.L. Chapter 268A.

2.1.5.4 Before removing and replacing its appointee under Section 2.1.5 of these By-Laws, the appointing authority shall notify in writing the appointee of the appointing authority's intent to remove him or her and its reasons therefor. Upon the written request of the appointee, the appointing authority shall hold a hearing under the provisions of the Open Meeting Law, G.L. Chapter 39, Section 23B prior to taking final action on the removal."

or take any other action relative thereto.

MOVED: That the Town to amend its General By-Laws by inserting after Section 2.1.4 the following new section:

'SECTION 2.1.5. VACANCIES IN CERTAIN APPOINTIVE OFFICES.

2.1.5.1 Definitions

For the purposes of this Section 2.1.5 the following words shall have the following meanings:

a) appointive committee: A committee, commission or board of the town composed of members appointed by one or more appointing authorities and created by:

- 1) town by-law
- 2) vote of Town Meeting
- 3) vote of a committee, commission or board of the town, or
- 4) interdepartmental agreement

2.1.5.2. The appointing authority may remove and replace, prior to the end of his or her term, any person it has appointed to an appointive committee for excessive absences from committee meetings or because of medical incapacity, but only upon the written request of a majority of the remaining members of the appointive committee.

2.1.5.3 The appointing authority may remove and replace, prior to the end of his or her term, any person it has appointed to an appointive committee because of the requirements of the Conflict of

Interest Laws, G.L. Chapter 268A.

2.1.5.4 Before removing and replacing its appointee under Section 2.1.5 of these By-Laws, the appointing authority shall notify in writing the appointee of the appointing authority's intent to remove him or her and its reasons therefor. Upon the written request of the appointee, the appointing authority shall hold a hearing under the provisions of the Open Meeting Law, G.L. Chapter 39, Section 23B prior to taking final action on the removal."

ACTION: So voted by unanimous vote.

ARTICLE 68: AMEND GENERAL BY-LAW SECTION 2.10 (YOUTH COMMISSION)

To see if the Town will vote to amend its General By-Laws by deleting 2.10.1 in its entirety and replacing it with the following:

"2.10.1 There is hereby established a Youth Commission consisting of eight members. A simple majority of the members shall constitute a quorum for the transaction of any business of the Commission. The appointing authorities for said Commission shall be as follows: one by the Board of Selectmen, one by the Park and Recreation Commission, one by the Finance Committee, one by the Moderator, one by the Chief of Police, and one by the School Committee. Additionally, two student members to be appointed to the Commission by Superintendent of Schools as follows: In the first year a member of the Needham High School Junior Class shall be appointed for a two year term, and a member of the Senior Class for a one year term. Thereafter, one member of the Junior Class will be appointed for a two year term each year.

On or before the first day of June in each year, the appointing authorities shall appoint to the Commission sufficient members to fill expiring terms, each member so appointed to serve until the first day of June of the third year thereafter, with student members appointed to serve until the first day of June of the second year thereafter."

or take any other action relative thereto.

MOVED: That the Town vote to to amend its General By-Laws by deleting 2.10.1 in its entirety and replacing it with the following:

"2.10.1 There is hereby established a Youth Commission consisting of eight members. A simple majority of the members shall constitute a quorum for the transaction of any business of the Commission. The appointing authorities for said Commission shall be as follows: one by the Board of Selectmen, one by the Park and Recreation Commission, one by the Finance Committee, one by the Moderator, one by the Chief of Police, and one by the School Committee. Additionally, two student members to be appointed to the Commission by Superintendent of Schools as follows: In the first year a member of the Needham High School Junior Class shall be appointed for a two year term, and a member of the Senior Class for a one year term. Thereafter, one member of the Junior Class will be appointed for a two year term each year.

On or before the first day of June in each year, the appointing authorities shall appoint to the Commission

sufficient members to fill expiring terms, each member so appointed to serve until the first day of June of the third year thereafter, with student members appointed to serve until the first day of June of the second year thereafter."

ACTION: So voted by unanimous vote.

ARTICLE 73: CONTINUE SCHOOL SAFETY STUDY COMMITTEE

To see if the Town will vote to continue the School Safety Study Committee, established by vote of the 1991 Special Town Meeting under Article 10; direct and authorize said Committee to continue the study and evaluation of safe walking routes for Needham School children, to develop and recommend minimum and uniform safety criteria regarding school walking routes, to address the issue of age appropriate walking routes and distances and to generally examine the issue of safe student access to and from their schools, said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town vote to continue the School Safety Study Committee, established by vote of the 1991 Special Town Meeting under Article 10; direct and authorize said Committee to continue the study and evaluation of safe walking routes for Needham School children, to develop and recommend minimum and uniform safety criteria regarding school walking routes, to address the issue of age appropriate walking routes and distances and to generally examine the issue of safe student access to and from their schools, said Committee to report to the next Annual Town Meeting or sooner.

ACTION: So voted by unanimous vote.

ARTICLE 74: CONTINUE SOLID WASTE DISPOSAL/RECYCLING ADVISORY COMMITTEE

To see if the Town will vote to continue the Solid Waste Disposal/Recycling Advisory Committee, established by vote of the 1966 Annual Town Meeting under Article 73 and amended under Article 40 of the 1993 Annual Town Meeting, direct and authorize said Committee to continue to investigate all methods of collection and disposal of solid waste, said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town vote to continue the Solid Waste Disposal/Recycling Advisory Committee, established by vote of the 1966 Annual Town Meeting under Article 73 and amended under Article 40 of the 1993 Annual Town Meeting, direct and authorize said Committee to continue to investigate all methods of collection and disposal of solid waste, said Committee to report to the next Annual Town Meeting or sooner.

ACTION: So voted by unanimous vote.

ARTICLE 75: CONTINUE THE NEEDHAM CEMETERY STUDY COMMITTEE

To see if the Town will vote to continue the Committee studying the Needham Cemetery established by vote of the 1995 Annual Town Meeting under Article 65, direct and authorize said Committee to study the feasibility of the Town of Needham

acquiring the ownership and management of the Needham Cemetery, said Committee to report to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town vote to continue the Committee studying the Needham Cemetery established by vote of the 1995 Annual Town Meeting under Article 65, direct and authorize said Committee to study the feasibility of the Town of Needham acquiring the ownership and management of the Needham Cemetery, said Committee to report to the next Annual Town Meeting or sooner.

ACTION: So voted by unanimous vote.

At this time the Moderator proceeded with the remaining articles in the Warrant.

ARTICLE 3: COMMITTEE AND OFFICER REPORTS

To hear and act on the reports of Town Officers and Committees.

Mr. Robert Wear, Chairman, presented a brief review on the newly created Permanent Public Building Committee and its activities since the appointment of the members in June of 1996. The role of the committee is to be responsible for construction, reconstruction, enlargement, or alteration to buildings owned by the Town or on Town property. The report was reproduced for Town Meeting Members.

Mr. Thomas H. Hannigan, Jr., Chairman, Finance Committee, presented the overview of his Committee's recommendations. The major issue this year is cash funding versus borrowing, and he advised that the Finance Committee recommended that at least six articles be funded from the tax levy.

The committee reports were accepted as presented.

ARTICLE 5: AMEND ZONING BY-LAW - MAXIMUM BUILDING COVERAGE FOR RESIDENTIAL LOTS IN SINGLE RESIDENCE A, SINGLE RESIDENCE B, AND GENERAL RESIDENCE DISTRICTS

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

1. In Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by revising the seventh column thereof so that it shall read as follows (new language underlined):

| <u>District</u> | <u>"Maximum % Lot Coverage</u> |
|------------------------------|--|
| Rural Residence-Conservation | 15% |
| Single Residence A | <u>15%</u> (f) |

| | |
|--------------------|-------------------|
| Single Residence B | <u>25%</u> (f) |
| General Residence | <u>30%</u> (f) |
| Institutional | NR" |

In Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by adding the following new language to paragraph (b) so that it shall read as follows (new language underlined):

- (b) No building or structure, or addition to any building or structure, but not including accessory buildings or structures, shall be erected or placed on a lot which will result in the covering by buildings or structures of more than fifteen percent (15%) of the lot area in a Rural Residence-Conservation District or in a Single Residence A District, or of more than twenty-five percent (25%) of the lot area in a Single Residence B District, or of more than thirty percent (30%) of the lot area in a General Residence District."

take any other action relative thereto.

MOVED: That the Town vote to amend the Needham Zoning By-Law as follows:

In Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by revising the seventh column thereof so that it shall read as follows (new language underlined):

| <u>District</u> | <u>"Maximum % Lot Coverage</u> |
|------------------------------|--|
| Rural Residence-Conservation | 15% |
| Single Residence A | <u>15%</u> (f) |
| Single Residence B | <u>25%</u> (f) |
| General Residence | <u>30%</u> (f) |
| Institutional | NR" |

In Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by adding the following new language to paragraph (b) so that it shall read as follows (new language underlined):

- (b) No building or structure, or addition to any

building or structure, but not including accessory buildings or structures, shall be erected or placed on a lot which will result in the covering by buildings or structures of more than fifteen percent (15%) of the lot area in a Rural Residence-Conservation District or in a Single Residence A District, or of more than twenty-five percent (25%) of the lot area in a Single Residence B District, or of more than thirty percent (30%) of the lot area in a General Residence District."

A motion to refer the subject matter of Article 5 back to the Planning Board for further study was offered by Mr. Paul Killeen.

Mr. Paul Killeen, Chairman, addressed this proposal on behalf of the Planning Board.

A motion to discuss Articles 5 and 6 together and vote on separately was offered by Mr. Paul Killeen. The motion was presented and carried unanimously by voice vote.

In response to an inquiry from Mr. Patrick J. Hyland regarding whether or not the initial hearing date could be the effective date if this article was subsequently brought back to Town Meeting, the Moderator, in consultation with the Town Counsel, noted that the article had to be acted upon within six months of the hearing.

Mr. David S. Tobin, Town Counsel, advised that no proposed Zoning By-Law unfavorably acted upon can return to Town meeting within two years unless the Planning Board unanimously recommends passage of the article.

After a brief discussion, a motion to move the previous question was offered by Mr. Frederick Waldman. The motion was presented and carried by voice vote.

Mr. Killeen's motion to refer was presented and carried by voice vote.

ARTICLE 6: AMEND ZONING BY-LAW - FLOOR AREA RATIO (F.A.R.) FOR RESIDENTIAL LOTS IN RURAL RESIDENCE-CONSERVATION, SINGLE RESIDENCE A, SINGLE RESIDENCE B, AND GENERAL RESIDENCE DISTRICTS

To see if the Town will vote to amend the Needham Zoning By-Law as follows:

- In Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by revising the sixth column thereof so that it shall read as follows (new language underlined):

"Maximum
Floor Area
Ratio
(F.A.R.)

District

| | |
|-------------------------------------|--------------------|
| <i>Rural Residence-Conservation</i> | <u>0.15</u> (e) |
| <i>Single Residence A</i> | <u>0.15</u> (e) |
| <i>Single Residence B</i> | <u>0.40</u> (e) |
| <i>General Residence</i> | <u>0.40</u> (e) |
| <i>Institutional</i> | NR" |

2. In Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by adding the following new paragraph (d) at the end of the subsection to read as follows:

"(d) Single-family and two-family dwellings in a Rural Residence-Conservation District or a Single Residence A District shall be subject to a maximum floor area ratio of 0.15. Single-family and two-family dwellings in a Single Residence B District or a General Residence District shall be subject to a maximum floor area ratio of 0.40. For purposes of this section, floor area ratio shall be calculated by dividing the total combined gross floor area of all buildings and structures by the lot area. Gross floor area shall be the sum of the horizontal areas of the building(s) and structure(s) measured from the exterior of the framing (including, without limitation, habitable attics, porches, garages, carports, and similar elements) covered by a roof, exclusive of area having a floor elevation six feet or more below finished grade at the street setback line."

or take any other action relative thereto.

MOVED: That the Town vote to amend the Needham Zoning By-Law as follows:

1. In Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by revising the sixth column thereof so that it shall read as follows (new language underlined):

*"Maximum
Floor Area
Ratio
(F.A.R.)"*

District

| | |
|-------------------------------------|--------------------|
| <i>Rural Residence-Conservation</i> | <u>0.15</u> (e) |
| <i>Single Residence A</i> | <u>0.15</u> (e) |

| | |
|---------------------------|--------------------|
| <i>Single Residence B</i> | <u>0.40</u> (e) |
| <i>General Residence</i> | <u>0.40</u> (e) |
| <i>Institutional</i> | NR" |

2. In Section 4.2, Dimensional Regulations for Rural Residence-Conservation, Single Residence A, Single Residence B, General Residence, and Institutional Districts, Subsection 4.2.1, Table of Regulations, by adding the following new paragraph (d) at the end of the subsection to read as follows:

"(d) Single-family and two-family dwellings in a Rural Residence-Conservation District or a Single Residence A District shall be subject to a maximum floor area ratio of 0.15. Single-family and two-family dwellings in a Single Residence B District or a General Residence District shall be subject to a maximum floor area ratio of 0.40. For purposes of this section, floor area ratio shall be calculated by dividing the total combined gross floor area of all buildings and structures by the lot area. Gross floor area shall be the sum of the horizontal areas of the building(s) and structure(s) measured from the exterior of the framing (including, without limitation, habitable attics, porches, garages, carports, and similar elements) covered by a roof, exclusive of area having a floor elevation six feet or more below finished grade at the street setback line."

A motion to refer the subject matter of Article 6 back to the Planning Board for further study was offered by Mr. Paul Killeen.

On behalf of the Planning Board, Mr. Paul Killeen, Chairman, pledged that the Planning Board would not bring these articles before Town Meeting within the next six months.

Mr. Killeen's motion to refer was presented and carried by voice vote.

Articles 7 and 8 were previously withdrawn.

ARTICLE 9: FUND COLLECTIVE BARGAINING AGREEMENT - FIRE UNITS A, B, & C

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham Fire Union, Units A, B and C, and to recommend amending the necessary line items in the 1998 Operating Budget under Article 20 to fund same; or take any other action relative thereto.

MOVED: That the Town vote to approve the funding of a collective bargaining agreement between the Town and the Needham Fire Union, Units A, B and C, and to recommend amending the necessary line items in the 1998 Operating Budget under Article 20 to fund same.

Unanimous consent was given to allow Mr. Carl Valente, Town Administrator and non-resident, to address Town Meeting.

Mr. Daniel P. Matthews, Selectman, addressed the Personnel articles on behalf of the Board of Selectmen. He advised that the gross revenue for the Town increased 3.8% and that the salary increases, inclusive, rose 3%. He further noted that the contract includes a provision for a change in hours to two-24 hours shifts per week. According to Mr. Matthews, this change will have a positive impact for the town, in part, because it will cut down on non-occupational sick leave.

In response to an inquiry from Mrs. Doris O. Waldstein, Mr. Matthews explained that the town's ambulance is billable and that the higher level of expertise, the higher the billing.

Mr. Thomas H. Hannigan, Jr., Chairman, advised that the Finance Committee recommends adoption of the three collective bargaining agreements and that the funding for these contract has been appropriated.

Mr. James W. Bucking, Chairman, advised that the Personnel Board reviewed and unanimously approved the three collective bargaining agreements.

In response to an inquiry from Mr. Everett E. Hicks regarding where the money will come from in subsequent years for the three-year contracts, Mr. Daniel P. Matthews explained that the Town has projected 5-year revenue costs and does have the ability to pay.

ACTION: The main motion was presented and carried by voice vote.

ARTICLE 10: FUND COLLECTIVE BARGAINING AGREEMENT - DPW / NAGE

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the Needham DPW / NAGE, and to recommend amending the necessary line items in the 1998 Operating Budget under Articles 20, 21 and 22, to fund same; or take any other action relative thereto.

MOVED: That the Town vote to approve the funding of a collective bargaining agreement between the Town and the Needham DPW / NAGE, and to recommend amending the necessary line items in the 1998 Operating Budget under Articles 20, 21 and 22, to fund same

Mr. Daniel P. Matthews, Selectman, addressed this proposal on behalf of the Board of Selectmen and urged an option of this proposal.

ACTION: The main motion was presented and carried by voice vote.

Article 11 was previously withdrawn.

ARTICLE 12: FUND COLLECTIVE BARGAINING AGREEMENT - ITWA

To see if the Town will vote to approve the funding of a collective bargaining agreement between the Town and the

Independent Town Workers Association, and to recommend amending the necessary line items in the 1998 Operating Budget under Article 20 to fund same; or take any other action relative thereto.

MOVED: That the Town vote to approve the funding of a collective bargaining agreement between the Town and the Independent Town Workers Association, and to recommend amending the necessary line items in the 1998 Operating Budget under Article 20 to fund same.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 13: AMEND CLASSIFICATION AND STANDARD RATES OF COMPENSATION

To see if the Town will vote to amend the Classification and Standard Rates of Compensation Schedule in its entirety by substituting therefor a new Classification and Standard Rates of Compensation Schedule; or take any other action relative thereto.

NOTE: All revisions to the Classification and Standard Rates of Compensation Schedule will be provided to Town Meeting Members before May 5, 1997. Except as otherwise required by State Law, the classes of positions in paid appointive service in the Town, other than those in the service of the School Department, and the standard rates of compensation thereof, effective July 1, 1997, may be found in the Classification and Standard Rates of Compensation Schedule, as amended.

MOVED: That the Town vote to amend the Classification and Standard Rates of Compensation Schedule in its entirety by substituting therefor a new Classification and Standard Rates of Compensation Schedule.

FISCAL YEAR 1997

SCHEDULE A

Effective July 1, 1996

Full-time, part-time and seasonal position classifications with corresponding compensation schedules

| <u>CLASS TITLE</u> | <u>GRADE/SCHEDULE</u> |
|--|-----------------------|
| Activity Instructor | Schedule C |
| Administrative Assessor | M-2 |
| Administrative Assistant | TS-3 |
| Administrative Coordinator | TS-4 |
| Administrative Specialist | TS-4 |
| Animal Control Officer | PB-1 |
| Animal Inspector | Schedule C |
| Assistant Administrative Assessor | T-14 |
| Assistant Cataloger | SS-3 |
| Assistant Children's Librarian | SS-4 |
| Assistant, Council on Aging | Schedule C |
| Assistant Director of Emergency Management | Schedule C |
| Assistant Director, Park and Recreation | T-13 |
| Assistant Director of Public Library | S-15 |
| Assistant Program Coordinator (PT) | Schedule C |
| Assistant Program Coordinator | S-10 |
| Assistant Superintendent | S-14 |

| | | | |
|--|------------|---------------------------------------|------------|
| Assistant Superintendent, Fire Alarm | FA-2 | Lineman | FA-1 |
| Assistant Town Clerk | TS-4 | Local Building Inspector | S-14 |
| Associate Director, Council on Aging | T-13 | Maintenance Worker/Custodian | S-10 |
| Building Custodian | T-7 | Management Analyst | T-15 |
| Building Inspector, Substitute | Schedule C | Master Mechanic | W-9 |
| Building Monitor | Schedule C | Nutritionist | T-14 |
| Canvasser | Schedule C | Outreach Worker, Council on Aging | T-12 |
| Carpenter | AC-6 | Parking Clerk | Schedule C |
| Cataloger | S-13 | Parking Enforcement Attendant | S-6 |
| Chief Pumping Station Operator | W-7 | Personal Computer Specialist | Schedule C |
| Children's Librarian | S-13 | Personnel Director | M-2 |
| Circulation Supervisor | SS-4 | Planning Director | M-2 |
| Clerk | Schedule C | Plumber | AC-6 |
| Code Enforcement Officer | Schedule C | Plumbing and Gas Inspector Substitute | Schedule C |
| Committee Secretary | TS-3 | Police Chief | M-5 |
| Computer Operator | T-10 | Police Lieutenant | P-3 |
| Conservation Officer | Schedule C | Police Matron | Schedule C |
| Control Clerk | T-9 | Police Officer | P-2 |
| Council on Aging, Executive Director | M-1 | Police Sergeant | P-2 |
| Craftsman | AC-5 | Program Coordinator (PT) | Schedule C |
| Department Assistant 2 | TS-2 | Program Coordinator | S-12 |
| Department Assistant 1 | TS-1 | Program Manager | M-1 |
| Department Specialist | TS-3 | Programmer/Computer Operator | T-11 |
| Deputy Fire Chief | F-4 | Public Health Nurse | T-15 |
| Deputy Fire Chief, Operations | F-4 | Public Safety Dispatcher | S-10 |
| Director, Management Information | M-3 | Public Works Craftsworker 1 | W-5 |
| Director of Emergency Management | Schedule C | Public Works Craftsworker 2 | W-6 |
| Director of Finance | M-4 | Public Works Inspector | W-7 |
| Director of Parks & Recreation | M-2 | Public Works Specialist | W-6 |
| Director of Public Health | M-2 | Pumping Station Operator | W-6 |
| Director of Public Library | M-2 | Recording Secretary | Schedule C |
| Director of Public Works | M-5 | Recreation Specialist 1 - 5 | Schedule C |
| Director of Veteran's Services | M-1 | Reference Librarian | S-12 |
| Director of Youth Services | M-1 | Reference Supervisor | S-14 |
| Division Superintendent, Highway | M-2 | Registrar of Voters | Schedule C |
| Division Superintendent, Parks | M-2 | Sealer of Weights of Measures | S-14 |
| Division Superintendent, Water & Sewer | M-3 | Seasonal Packers/Drivers | Schedule C |
| Draftsman | S-9 | Senior Administrative Coordinator | TS-5 |
| Election Clerk | Schedule C | Senior Building Custodian | T-10 |
| Election Inspector | Schedule C | Senior Custodian | AC-2 |
| Election Warden | Schedule C | Senior Draftsman | S-12 |
| Environmental Health Agent | T-15 | Senior Engineer | S-15 |
| Equipment Mechanic 1 | W-6 | Senior Program Manager | M-3 |
| Equipment Mechanic 2 | W-7 | Senior Social Worker | T-13 |
| Finance Committee, Executive Secretary | Schedule C | Senior Systems Analyst | T-16 |
| Fire Captain | F-3 | Social Worker | T-12 |
| Fire Chief | M-5 | Special Maintenance | AC-4 |
| Firefighter | F-1 | Student Draftsman and Rodman | Schedule C |
| Fire Lieutenant | F-2 | Student Intern 1 - 4 | Schedule C |
| Garage and Equipment Supervisor | M-1 | Survey Party Chief | S-13 |
| General Maintenance | AC-3 | Systems Analyst | T-13 |
| Heavy Motor Equipment Operator 1 | W-5 | Temporary Laborer | Schedule C |
| Heavy Motor Equipment Operator 2 | W-6 | Town Comptroller | M-2 |
| HVAC Technician | AC-6 | Town Counsel | Schedule C |
| Inspector of Buildings | M-2 | Town Engineer | M-3 |
| Inspector of Plumbing and Gas | S-14 | Town Treasurer and Tax Collector | M-2 |
| Inspector of Wires | S-14 | Traffic Supervisor | Schedule C |
| Junior Building Custodian | T-5 | Tree Climber | W-6 |
| Junior Custodian | AC-1 | Wiring Inspector Substitute | Schedule C |
| Laborer 1 | W-1 | Working Foreman | W-8 |
| Laborer 2 | W-3 | Young Adult Librarian | S-12 |
| Laborer 3 | W-4 | Youth Center Worker 1 - 5 | Schedule C |
| Library Assistant | SS-2 | | |
| Library Assistant (PT) | S-7 | | |
| Library Page | Schedule C | | |

SCHEDULE A STIPENDS

(Additional compensation for specific assignments)

- | | |
|---|---|
| <p>[1] Additional \$100.00 per month when assigned to and performing the duties of Assistant Director of Public Works.</p> <p>[2] Additional \$100.00 per month when assigned to and performing the duties of Office Manager as designated by the Director of Public Works.</p> <p>[3] Additional \$1,200.00 per year when assigned to and performing the duties of Detective as designated by the Police Chief.</p> <p>[4] Additional \$40.00 per month when assigned to and performing the duties of Patrol Supervisor as designated by the Police Chief.</p> <p>[5] Additional \$50.00 per month when assigned to and performing the duties of a D.A.R.E. Coordinator as designated by the Police Chief.</p> <p>[6] Said Director shall be the Superintendent of Public Works within the meaning of Section 20 to 30, inclusive of the Needham Special Home Rule Charter Act (Acts of 1971, c.403), and shall be appointed in the manner and shall exercise the powers and duties of such Superintendent, specified in said act.</p> | <p>[7] Additional \$1,200.00 per year when assigned to and performing the duties of Principal Prosecuting Officer as designated by the Police Chief.</p> <p>[8] Additional \$100.00 per month when assigned to and performing the duties of Assistant Town Engineer as designated by Director of Public Works.</p> <p>[9] Additional \$50.00 per month when assigned to and performing the duties of Community Service Officer as designated by the Police Chief.</p> <p>[10] Additional \$75.00 per month when assigned to and performing the duties of Deputy Tree Warden.</p> <p>[11] Additional \$600.00 per year when assigned to and performing the duties of Worker's Compensation Agent.</p> <p>[12] Additional \$1,500.00 per year when assigned to and performing the duties of Assistant Parking Clerk.</p> <p>[14] May be designated confidential in accordance with M.G.L. Chapter 150E.</p> <p>[15] Additional \$1,200.00 when an employee other than the Finance Director is designated by the Board of Selectmen to be Chief Procurement Officer.</p> |
|---|---|

SCHEDULE B1
GENERAL SALARY SCHEDULE

Effective July 1, 1997

| <u>GRADE</u> | <u>MINIMUM</u> | <u>STEP 2</u> | <u>STEP 3</u> | <u>STEP 4</u> | <u>STEP 5</u> | <u>STEP 6</u> | <u>STEP 7</u> | <u>STEP 8</u> | <u>MAXIMUM</u> |
|--------------|----------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|----------------|
| -19 | \$47,545. | \$49,258. | \$51,032. | \$52,867. | \$54,769. | \$56,741. | \$58,785. | \$60,901. | \$63,094. |
| -18 | \$42,873. | \$44,417. | \$46,015. | \$47,673. | \$49,387. | \$51,167. | \$53,007. | \$54,915. | \$56,894. |
| -17 | \$40,043. | \$41,487. | \$42,980. | \$44,527. | \$46,131. | \$47,789. | \$49,510. | \$51,293. | \$53,139. |
| -16 | \$37,409. | \$38,754. | \$40,151. | \$41,596. | \$43,092. | \$44,646. | \$46,252. | \$47,918. | \$49,641. |
| -15 | \$34,646. | \$35,893. | \$37,185. | \$38,522. | \$39,908. | \$41,347. | \$42,833. | \$44,375. | \$45,974. |
| -14 | \$32,074. | \$33,228. | \$34,425. | \$35,665. | \$36,947. | \$38,277. | \$39,656. | \$41,084. | \$42,564. |
| -13 | \$29,697. | \$30,765. | \$31,872. | \$33,017. | \$34,208. | \$35,441. | \$36,715. | \$38,038. | \$39,408. |
| -12 | \$27,510. | \$28,501. | \$29,526. | \$30,590. | \$31,690. | \$32,832. | \$34,012. | \$35,237. | \$36,506. |
| -11 | \$26,012. | \$26,927. | \$27,877. | \$28,860. | \$29,878. | \$30,933. | \$32,026. | \$33,161. | \$34,334. |
| -10 | \$24,755. | \$25,623. | \$26,527. | \$27,463. | \$28,432. | \$29,435. | \$30,474. | \$31,551. | \$32,665. |
| -9 | \$23,011. | \$23,822. | \$24,658. | \$25,525. | \$26,424. | \$27,355. | \$28,321. | \$29,317. | \$30,355. |
| -8 | \$21,270. | \$22,015. | \$22,789. | \$23,589. | \$24,418. | \$25,275. | \$26,164. | \$27,088. | \$28,042. |
| -7 | \$19,785. | \$20,479. | \$21,195. | \$21,938. | \$22,710. | \$23,506. | \$24,331. | \$25,187. | \$26,073. |
| -6 | \$18,690. | \$19,343. | \$20,017. | \$20,717. | \$21,444. | \$22,196. | \$22,975. | \$23,782. | \$24,617. |
| -5 | \$17,655. | \$18,270. | \$18,908. | \$19,570. | \$20,256. | \$20,964. | \$21,789. | \$22,459. | \$23,249. |
| -4 | \$16,129. | \$16,712. | \$17,313. | \$17,936. | \$18,583. | \$19,251. | \$19,944. | \$20,664. | \$21,406. |
| -3 | \$15,228. | \$15,776. | \$16,344. | \$16,932. | \$17,542. | \$18,173. | \$18,827. | \$19,505. | \$20,207. |
| -2 | \$14,195. | \$14,705. | \$15,236. | \$15,783. | \$16,352. | \$16,942. | \$17,550. | \$18,180. | \$18,836. |
| -1 | \$13,551. | \$14,037. | \$14,543. | \$15,067. | \$15,609. | \$16,171. | \$16,753. | \$17,356. | \$17,981. |

Schedule SS-1 = Administrative/Support Salary Schedule

Effective 7/1/97

| <u>GRADE</u> | <u>MINIMUM</u> | <u>STEP 2</u> | <u>STEP 3</u> | <u>STEP 4</u> | <u>STEP 5</u> | <u>STEP 6</u> | <u>STEP 7</u> | <u>STEP 8</u> | <u>MAXIMUM</u> |
|--------------|----------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|----------------|
| SS-5 | \$29,006. | \$30,029. | \$31,090. | \$32,188. | \$33,329. | \$34,509. | \$35,544. | \$36,255. | \$36,980. |
| SS-4 | 27,602. | 28,576. | 29,584. | 30,628. | 31,710. | 32,831. | 33,816. | 34,492. | 35,182. |
| SS-3 | 23,943. | 24,782. | 25,655. | 26,558. | 27,494. | 28,465. | 29,467. | 30,508. | 31,423. |
| SS-2 | 22,049. | 22,825. | 23,625. | 24,454. | 25,315. | 26,205. | 26,991. | 27,531. | 28,082. |
| SS-1 | 18,785. | 19,441. | 20,119. | 20,823. | 21,553. | 22,308. | 23,091. | 23,903. | 24,741. |

SCHEDULE M1 - MANAGEMENT SALARY SCHEDULE

Effective 7/1/97

| <u>GRADE</u> | <u>MINIMUM</u> | <u>STEP 2</u> | <u>STEP 3</u> | <u>STEP 4</u> | <u>STEP 5</u> | <u>MAXIMUM</u> |
|--------------|----------------|---------------|---------------|---------------|---------------|----------------|
| M-5 | \$68,638. | \$71,110. | \$73,670. | \$76,322. | \$79,067. | \$81,915. |
| M-4 | \$60,493. | \$62,672. | \$64,928. | \$67,264. | \$69,687. | \$72,196. |
| M-3 | \$52,867. | \$54,769. | \$56,742. | \$58,785. | \$60,902. | \$63,095. |
| M-2 | \$47,673. | \$49,387. | \$51,167. | \$53,006. | \$54,915. | \$56,895. |
| M-1 | \$41,596. | \$43,093. | \$44,646. | \$46,251. | \$48,225. | \$49,642. |

Fiscal Year 1997

SCHEDULE C

Rates for Part-time and Seasonal Positions
(rates are hourly unless specifically noted)

Effective 7/1/97

| <u>TITLE</u> | <u>RATE</u> | | |
|---|-------------|--------------------------------------|------------|
| | | Junior Building Custodian (PT) | \$9.67 |
| | | Library Page | |
| | | First Year | \$5.69 |
| | | Second Year | \$6.04 |
| #Activity Instructor (per session) | | #Parking Clerk | \$4,000.00 |
| Group A | \$5.00 | Personal Computer Specialist | \$27.06 |
| Group B | \$7.00 | #Plumbing & Gas Inspector Substitute | |
| Group C | \$8.00 | (per diem) | \$41.00 |
| Group D | \$10.00 | (per inspection) | \$12.00 |
| Group E | \$12.00 | Police Matron | \$13.92 |
| Group F | \$15.00 | Program Coordinator (PT) | \$13.56 |
| Group G | \$18.00 | Assistant Program Coordinator (PT) | \$11.90 |
| Group H | \$21.00 | Recording Secretary | \$13.07 |
| Group I | \$25.00 | Recreation Specialist 1 | \$6.44 |
| Group J | \$28.00 | Recreation Specialist 2 | \$7.32 |
| Animal Inspector (per annum) | \$1,500.00 | Recreation Specialist 3 | \$7.91 |
| Assistant, Council on Aging | \$10.54 | Recreation Specialist 4 | \$8.78 |
| #Asst. Dir. Of Emergency Management | 1,500.00 | Recreation Specialist 5 | \$10.87 |
| Building Inspector Substitute | \$15.05 | #Registrar of Voters (per annum) | \$545.00 |
| Building Monitor | \$8.00 | Seasonal Packer/Driver | \$9.24 |
| Canvasser | \$6.45 | Student Draftsman and Rodman | |
| Clerk (PT) | \$10.54 | First Year | \$9.81 |
| Code Enforcement Officer | \$15.05 | Second Year | \$10.23 |
| Conservation Officer | \$15.05 | Third Year | \$10.60 |
| #Director of Emergency Management | 2,000.00 | Fourth Year | \$11.01 |
| Election Clerk | * | Fifth Year | \$11.38 |
| Election Inspector | * | Student Intern 1 | \$6.82 |
| Election Warden | * | | |
| Finance Committee Executive Secretary (per annum) | \$13,955.06 | | |

| | |
|------------------------------|-------------|
| Student Intern 2 | 9.10 |
| Student Intern 3 | \$11.37 |
| Student Intern 4 | \$13.64 |
| Temporary Laborer | |
| First Year | \$6.53 |
| Second Year | \$6.99 |
| Third Year | \$7.47 |
| Fourth Year | \$7.94 |
| Fifth Year | \$8.50 |
| Town Counsel (per annum) | \$50,614.05 |
| Traffic Supervisor | \$13.92 |
| #Wiring Inspector Substitute | |
| (per diem) | \$41.00 |
| (per inspection) | \$12.00 |
| #Youth Center Worker 1 | \$8.75 |
| #Youth Center Worker 2 | \$9.38 |
| #Youth Center Worker 3 | 10.00 |
| #Youth Center Worker 4 | \$10.50 |
| #Youth Center Worker 5 | \$11.00 |

Titles not included in general wage increases.

* Rates set by Board of Selectmen

Mr. Richard S. Creem, Chairman, addressed this proposal on behalf of the Personnel Board. He explained that the members of the Personnel Board and the Finance Committee are appointed by the Moderator. Until 1990, the Personnel Board appointed the Personnel Director. With changes recommended by the Town Government Review Committee at that time, the Personnel Department was placed under the Board of Selectmen. The Personnel Board, however, continues to hear grievances and review recommended changes with the Board of Selectmen. This article is the Personnel Board's recommendation for Fiscal Year 1998. Tonight Town Meeting approved three union contracts containing a 2 ½ % salary increase and should also approve the same for non-represented employees. The Personnel Board feels this 2 ½ % salary increase is fair and equitable to both the employees and the town. Mr. Creem noted that a comprehensive review is done every 5 years and that this year the review was completed for the Administrative/Support group.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 14: ESTABLISH ELECTED OFFICIALS' SALARIES

To see if the Town will vote to fix the compensation of the following elected officers of the Town as of July 1, 1997, as required by the General Laws, Chapter 41, Section 108 and as recommended by the Personnel Board and subject to, in the case of the Town Clerk, the longevity provisions of Section 9.11.12 of the Consolidated Personnel By-Law.

| | |
|---------------------------------------|----------|
| Town Clerk | \$47,938 |
| Town Clerk with Six Years of Service | \$55,741 |
| Selectmen, Chairman | \$1,800 |
| Selectmen, Others | \$1,500 |
| Assessor, in Office as of 1/17/96 | \$10 |
| Assessor, not in Office as of 1/17/96 | \$0 |

or take any other action relative thereto.

MOVED: That the Town vote to fix the compensation of the following elected officers of the Town as of July 1, 1997, as required by the General Laws, Chapter 41, Section 108 and as recommended by the Personnel Board and subject to, in the case of the Town Clerk, the longevity provisions of Section 9.11.12 of the Consolidated Personnel By-Law.

| | |
|---------------------------------------|----------|
| Town Clerk | \$47,938 |
| Town Clerk with Six Years of Service | \$55,741 |
| Selectmen, Chairman | \$1,800 |
| Selectmen, Others | \$1,500 |
| Assessor, in Office as of 1/17/96 | \$10 |
| Assessor, not in Office as of 1/17/96 | \$0. |

Mr. William J. Miles, member, addressed this proposal on behalf of the Personnel Board. He explained that the salary increase for the position of Town Clerk has been increased by 2 ½ % and that the position is the only full time elected position in the town. This increase coincides with the increase granted in the three union contracts and the non-represented employees. The other salaries are basically stipends. Mr. Miles reminded Town Meeting that last year the salaries for Assessors were reduced from \$1,800 for Assessor, Chairman, and Assessors, Others from \$1,500 to Assessor, in Office as of 1/17/96 to \$10 and Assessor, not in Office as of 1/17/96 to \$0. This was recommended last year because of the discovery that if elected officials are paid, they are entitled to benefits. He noted that it was the majority, but not unanimous, vote of the Personnel Board to continue the stipends for the Board of Selectmen.

After a brief discussion, a motion to amend Article 14 by deleting the following words was offered by Mrs. Meg Hale:

"Selectmen, Chairman - \$1,800
Selectmen, Others - \$1,500."

and insert in place thereof the following words:

"Selectmen, in Office as of 5/1/97 - \$10.
Selectmen, not in Office as of 5/1/97 - \$0."

Mrs. Jane A. Howard advised that she worked in the Board of Selectmen's Office for almost eleven years and saw the many invitations issued to the Selectmen most of which had a cost attached. She urged defeat of the amendment.

Mr. William M. Powers, Selectman, suggested that he works for about \$1.47 per hour and if he added all his expenses, he would be losing money. He suggested that Town Meeting not confuse salaries with stipends.

Mr. Martin L. B. Walter advised that the Selectmen deserve every penny and suggested that Town meeting has more important issues to study.

A motion to move the previous question was offered by Mr. John F. Connell. The motion, which requires a 2/3 vote, was presented and carried by voice vote.

Mrs. Hale's motion to amend was presented, but it failed to pass by voice vote.

ACTION: The main motion was presented and carried by voice vote.

ARTICLE 15: AMEND CONSOLIDATED PERSONNEL BY-LAW

To see if the Town will vote to amend its Consolidated Personnel By-Law (Article VIII of the General By-laws of the Town of Needham) by:

1. Deleting Section 9.16 Vacation and re-numbering succeeding sections accordingly;
2. Deleting Section 9.21 and re-number succeeding sections accordingly;
3. Deleting Section 9.22 and re-number succeeding sections accordingly;
4. Inserting a new Section 9.24.9 as follows:

"9.24.9 Full-time and permanent part-time employees, excluding department managers, who have a non-occupational sick leave bank of not less than 30 days (225 hours) and who are at the two week (75 hour) or three week (112.5 hour) vacation accrual rate shall be eligible to convert non-occupational sick leave to vacation leave under the following circumstances:

| <u>Sick Days used in Fiscal Year</u> | <u>Sick Days Traded for Vacation Days</u> |
|--|---|
| 0 - 4 days (0 - 30 hours) | 2 days (15 hours) |
| 4+ - 5 days (30.1 - 37.5 hours) | 1 day (7.5 hours) |
| 5+ days (37.6 hours) | 0 days (0 hours) |

Under extraordinary circumstances, such as severe illness or work-related injury, the Personnel Board may approve the conversion of sick days if the employee would otherwise qualify but for the circumstances in questions. Such approval will only be granted if the employee has at least 60 days in his or her non-occupational sick leave bank."; and

5. Delete Section 9.15.4 and insert in place thereof the following:

"When an employee leaves Town service for any reason, he or she will be paid an amount equal to the vacation allowance as credited but not yet taken prior to the termination, in lieu of vacation leave. The lump sum payment requirement may be waived by the Personnel Director in extenuating circumstances.";

or take any other action relative thereto.

MOVED: That the Town vote to amend its Consolidated Personnel By-Law (Article VIII of the General By-laws of the Town of Needham) by:

1. Deleting Section 9.16 Vacation and re-numbering succeeding sections accordingly;
2. Deleting Section 9.21 and re-number succeeding sections accordingly;

3. Deleting Section 9.22 and re-number succeeding sections accordingly;
4. Inserting a new Section 9.24.9 as follows:

"9.24.9 Full-time and permanent part-time employees, excluding department managers, who have a non-occupational sick leave bank of not less than 30 days (225 hours) and who are at the two week (75 hour) or three week (112.5 hour) vacation accrual rate shall be eligible to convert non-occupational sick leave to vacation leave under the following circumstances:

| <u>Sick Days used in Fiscal Year</u> | <u>Sick Days Traded for Vacation Days</u> |
|--|---|
| 0 - 4 days (0 - 30 hours) | 2 days (15 hours) |
| 4+ - 5 days (30.1 - 37.5 hours) | 1 day (7.5 hours) |
| 5+ days (37.6 hours) | 0 days (0 hours) |

Under extraordinary circumstances, such as severe illness or work-related injury, the Personnel Board may approve the conversion of sick days if the employee would otherwise qualify but for the circumstances in questions. Such approval will only be granted if the employee has at least 60 days in his or her non-occupational sick leave bank."; and

5. Delete Section 9.15.4 and insert in place thereof the following:

"When an employee leaves Town service for any reason, he or she will be paid an amount equal to the vacation allowance as credited but not yet taken prior to the termination, in lieu of vacation leave. The lump sum payment requirement may be waived by the Personnel Director in extenuating circumstances."

Mr. Richard S. Creem, Chairman, addressed this proposal on behalf of the Personnel Board. He explained that this amendment to the Consolidated Personnel By-Law deletes several sections, adds a new Section 9.24.9 which adopts a sick leave incentive provision for non-management employees at the low end of the vacation accrual schedule, deletes 9.15.4 and inserts new wording which requires that vacation pay owed by paid in a lump sum at the time of separation from town service.

ACTION: The motion was presented and carried by voice vote.

At 11:05 P.M. Mr. Richard S. Luskin moved that the Annual Town Meeting stand adjourned to Wednesday, May 7, 1997 at 7:30 P.M. at the Newman Elementary School, and it was so voted unanimously.

Theodora K. Eaton, CMC/AAE,
Town Clerk

ADJOURNED ANNUAL TOWN MEETING

Wednesday, May 7, 1997

Pursuant to adjournment of the Annual Town Meeting held May 5, 1997, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman Elementary School on Wednesday, May 7, 1997, at 7:30 P.M.

May 12, 1997

Check lists were used and 235 voters were checked on the list as being present, including 224 Town Meeting Members.

At the designation of Rev. Mark A. Fowler, President of the Needham Clergy Association, Rev. Gordon C. Swan, Pastor, First Baptist Church, gave the invocation.

The Moderator announced that "DJ" Wilsey and David Deluca will man the microphones this evening.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

ARTICLE 16: APPROPRIATE FOR TAX WORK-OFF PROGRAM

To see if the Town will vote to raise and appropriate \$5,000 for the purpose of conducting a tax work-off program, said sum to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate \$5,000 for the purpose of conducting a tax work-off program, said sum to be spent under the direction of the Board of Selectmen and raised from the tax levy.

Mr. William M. Powers, Selectman, addressed this proposal on behalf of the Board of Selectmen.

A motion to amend was offered by Mr. Richard B. Weitzen to replace the amount of "\$5,000." with "\$10,000." and that the funding source of the additional \$5,000 is a transfer from the Finance Reserve Fund.

Mr. Thomas H. Hannigan, Jr., Chairman, addressed the amendment on behalf of the Finance Committee. He explained that his request is not a huge amount, but that the Finance Reserve is set aside for all kinds of contingencies.

In response to an inquiry from Mrs. Barbara K. Popper, Mr. William M. Powers explained that the criteria to apply for this program is age 65 plus and an income level of \$40,000 and under.

In response to an inquiry from Mrs. Betsy M. Tedoldi, Mr. Powers concurred that the money is applied against the individual's Real Estate tax.

After a brief discussion, a motion to move the previous question was offered by Mr. John F. Milligan. The motion was presented and carried by voice vote.

Mr. Weitzen's motion to amend was presented, but it failed to pass by voice vote.

ACTION: The main motion was presented and carried by voice vote.

Articles 17 and 18 were unanimously adopted on May 5, 1997.

ARTICLE 19: APPROPRIATE FOR CONSULTING SERVICES: ELECTRIC DEREGULATION

To see if the Town will vote to raise and appropriate \$30,000 for consulting services to study electric deregulation in the Town, to be spent under the direction of the Board of Selectmen and raised from the tax levy, or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate \$10,000 for consulting services to study electric deregulation in the Town, to be spent under the direction of the Board of Selectmen and raised from the tax levy.

Mr. William M. Powers, Selectman, addressed this proposal on behalf of the Board of Selectmen.

Mr. Gerald R. Browne, Town Meeting Member, explained that he served on a committee investigating the proposed electric deregulation and advised that the town will need consulting help in this area.

Mr. John P. Ryan, Vice Chairman, advised that the Finance Committee recommends adoption of this proposal. Looking at Town accounts, electric charges are running at approximately 15 cents per kilowatt hour while the average costs are 10 cents per kilowatt hour. Mr. Gerald R. Browne estimates savings of approximately \$300,000.

After a brief discussion, a motion to move the previous question was offered by Mr. Paul O'Connor. The motion was presented and carried by voice vote.

ACTION: The main motion was presented and carried by voice vote.

ARTICLE 20: APPROPRIATE THE FY98 OPERATING BUDGET

To see what sums of money the Town will vote to raise and appropriate for the necessary Town expenses and charges; or take any other action relative thereto.

Mr. Thomas H. Hannigan, Jr., Chairman, presented the Finance Committee's recommended Fiscal Year 1998 Operating Budget. He presented an overview of the budget process and a projected breakdown of the Town's sources of revenue as follows: 77 % from Real Estate Taxes, 12.9 % from Local Receipts, 5.6 % from State Aid, and 4.5 % from Other. Mr. Hannigan explained that there is an additional \$2.8 million in available funds for Fiscal Year 1998 due in part to higher Free Cash, no snow and ice deficit, an overlay surplus, and increased new growth. He further noted that the Stabilization Account is the Town's savings account and is now in excess of \$1 million. The Finance Committee does not recommend using that account to fund any part of the FY98 Operating Budget.

Mr. Hannigan explained that there is one change in the budget. The Finance Committee voted unanimously to grant the School Department \$260,000. This will allow all sports funding, hire three new teachers, and match the Federal Grant of \$150,000. He further advised that the town has no chance of operating within its growth rate. The School Department has problems with the state's unfunded mandates and it will be difficult if the state doesn't step in.

Unanimous consent was given to seek articles separately.

The Moderator noted that the second rule of practice would continue as in the past - a motion to increase a line item must include from whence the same dollars shall be removed.

Discussion commenced under Article 20 (Operating Budget) with the following amendments offered by Mr. Thomas H. Hannigan, Jr.:

Under Line Item 21, Minuteman Vocational Assessment, unanimous consent was given to allow Mr. Ronald Fitzgerald, Superintendent of Minuteman Vocational Technical School and non-resident, to address Town Meeting. He explained that both Needham's enrollment and Special Education surcharge have increased and he is requesting an increase in the Town's assessment from \$500,000 to \$539,693.

Mr. James G. Healy, member, Finance Committee, explained that Needham sends approximately 30 students to Minuteman which represents a per pupil cost of \$15,000 as opposed to the \$6,600. per pupil cost for our in-town students. He further noted that 16 towns send students to Minuteman and if a student attends Minuteman from outside of the 16-town area, the tuition is \$5,000. He indicated the need for better control over per pupil costs.

In response to an inquiry from Mrs. Bonnie Jean Tower, Mr. Daniel P. Matthews, Selectman, advised that this line item is treated as a townwide expense because the School Committee has no control and no oversight over Minuteman.

Mr. James Healy advised that there are two competing issues here. The first is a proposed change in the assessing cost. If one town votes against the new formula, then towns will go back to the old assessing formula. The second issue involves the budget process. If 6 of the 16 towns reject the Minuteman assessment, the Minuteman budget is sent back for revision. This situation occurred last year and Needham ultimately owed less money.

After a brief discussion, a motion to close debate under Line Item 021 was offered by Mr. John F. Milligan. The motion was presented and carried by voice vote.

Discussion continued under Article 20 (Operating Budget) with the following amendments offered by Mr. Thomas H. Hannigan, Jr.:

| Line Item | Description | Changing From | Changing To |
|-----------|---|---------------|-------------|
| 101 | Bd. of Selectmen, Salaries | \$283,636 | \$293,065* |
| 105 | Town Clerk/Bd of Registrars, Salaries | 139,809 | 143,744* |
| 109 | Tellers/Canvassers/Details | 7,000 | 7,150* |
| 110 | Legal, Salaries | 49,569 | 50,808* |
| 113 | Personnel Board, Salaries | 1,691 | 1,733* |
| 201 | Assessors, Salaries | 208,408 | 215,309* |
| 205 | Finance Dept., Salaries | 692,393 | 714,777; |
| | to be raised in part by transfer of \$5,500 from the Parking Meter Fund.* | | |
| 207 | Finance Dept., Expenses | 88,770 | 83,770; |
| | to be raised in part by transfer of \$3,000 from the Parking Meter Fund.* | | |
| 209 | Finance Committee, Salaries | 13,548 | 13,907* |

| Line Item | Description | Changing From | Changing To |
|-----------|--|---------------|-------------|
| 210 | Finance Committee Reserve | 1,105,647 | 608,200; |
| | to be raised in part by transfer of \$99,000. from the Overlay Surplus.* | | |
| 301 | School Department, Salaries | 20,453,916 | 20,713,916 |

Under Line Item 301, Lois Bacon questioned the number of departments who were level-funded and level-service budgeted. Mr. Thomas H. Hannigan, Jr. reviewed the departmental budgets and indicated that more departments did receive increases than did not.

Unanimous consent was given to allow Mrs. Patricia Ruane, Superintendent of Schools and non-resident, to address Town Meeting. She responded to an inquiry from Mr. Martin L. B. Walter who indicated that there were 747 Special Education students last year and 721 this year. Mrs. Ruane advised that there is a slight decrease in Special Education students this year and that some have returned to regular education and some have moved out of town.

| | | | |
|-----|--|-----------|------------|
| 401 | Police Department, Salaries | 3,032,634 | 3,042,442; |
| | to be raised in part by transfer of \$20,000 from the Parking Meter Fund.* | | |
| 405 | Fire Department, Salaries | 3,780,225 | 3,896,132* |
| 406 | Fire Department Purchas of Service | 70,875 | 82,875* |
| 409 | Building Department, Salaries | 196,490 | 202,047* |
| 501 | Dept. of Public Works, Salaries | 2,263,762 | 2,321,792 |
| | to be raised in part by transfer of \$26,500 from the Parking Meter Fund and \$70,000 from the Landfill Reserve Fund.* | | |
| 503 | Dept. of Public Works, Expenses | 350,980 | 351,280* |
| 507 | Building Maintenance, Salaries | 1,636,791 | 1,644,764* |
| 511 | Permanent Public Bldg. Com. Salaries | 5,200 | 5,330* |
| 601 | Board of Health, Salaries | 201,561 | 206,871* |
| 605 | Veterans' Services, Salaries | 38,859 | 40,265* |
| 608 | Youth Commission, Salaries | 116,522 | 120,479* |
| 612 | Council on Aging, Salaries | 159,163 | 163,530* |
| 616 | Commission on Disabilities, Salaries | 513 | 2,948; |
| | to be raised in part by transfer of \$2,435. from the Handicapped Parking Fines.* | | |
| 701 | Planning Board, Salaries | 92,906 | 95,676* |
| 705 | Conservation Commission, Salaries | 14,435 | 14,796* |
| 709 | Board of Appeals, Salaries | 5,520 | 5,658* |
| 801 | Library, Salaries | 559,763 | 581,780* |
| 806 | Park & Recreation, Salaries | 284,038 | 285,816* |
| 807 | Park & Recreation, Purchase of Service | 29,778 | 35,778* |

(* Unanimous)

ACTION: The main motion under Article 20 (Operating Budget) with the amendments thereto was then presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate for the necessary Town expenses and charges as follows:

TOWNWIDE EXPENSES:

| | |
|-------------------------------|------------|
| 10. Street lighting | \$399,750. |
| 11. Garbage collection | 97,000. |
| 12. Insurance, general | 348,200. |
| 13. Health insurance | 3,755,000. |
| 14. Worker's compensation | 470,000. |
| 15. Prop. self insurance | 25,000. |
| 16. Unemployment compensation | 30,000. |
| 17. Maturing bonds | 1,447,079. |
| 18. Interest | 419,693. |
| 19. Contributory retirement | 2,526,193. |
| 20. Chapter 32 retirement | 190,000. |
| 21. Minuteman Voc. Assessment | 500,000. |
| 22. MBTA Commuter Parking | 95,500. |

TOTAL: TOWN WIDE EXP. 10,303,415

GENERAL GOVERNMENT

BOARD OF SELECTMEN:

| | |
|-------------------------|---------------|
| 01. Salaries | \$293,065. |
| 02. Purchase of Service | 117,958. |
| 03. Expenses | 16,800. |
| 04. Capital Outlay | <u>4,000.</u> |
| TOTAL | 431,823. |

TOWN CLERK/BOARD OF REGISTRARS

| | |
|--------------------------------|---------------|
| 05. Salaries | 143,744. |
| 06. Purchase of service | 19,050. |
| 07. Expenses | 3,825. |
| 08. Capital Outlay | 5,000. |
| 09. Tellers/Canvassers/Details | <u>7,150.</u> |
| TOTAL | 178,769. |

LEGAL:

| | |
|------------------|---------------|
| 10. Salaries | 50,808. |
| 11. Special Fees | 130,000. |
| 12. Expenses | <u>5,000.</u> |
| TOTAL | 185,808. |

PERSONNEL BOARD:

| | |
|-------------------------|---------------|
| 13. Salaries | 1,733. |
| 14. Purchase of Service | 2,500. |
| 15. Merit Bonus | <u>7,500.</u> |
| TOTAL | 11,733. |

TOTAL: GENERAL GOVERNMENT 808,133.

FIRE

ASSESSORS:

| | |
|-------------------------|---------------|
| 01. Salaries | 215,309. |
| 02. Purchase of service | 32,500. |
| 03. Expenses | 11,400. |
| 04. Capital Outlay | <u>1,000.</u> |
| TOTAL | 260,209. |

FINANCE DEPARTMENT:

| | |
|--|----------|
| 05. Salaries | 714,777. |
| (Raised by transfer of \$5,500. from the Parking Meter Fund and the balance of \$709,277. from the current tax levy) | |
| 06. Purchase of Service | 316,907. |
| 07. Expenses | 83,770. |
| (Raised by transfer of \$3,000. from the Parking Meter Fund and the balance of | |

\$80,770. from the current tax levy)

| | |
|---------------------|----------------|
| 208. Capital Outlay | <u>18,900.</u> |
| TOTAL | 1,134,354. |

FINANCE COMMITTEE:

| | |
|--|-----------------|
| 209. Salaries | 13,907. |
| 210. Expenses | 500. |
| 211. Reserve Fund | <u>608,200.</u> |
| (Raised by transfer of \$99,000. from the Overlay Surplus and the balance of \$509,200. from the current tax levy) | |
| TOTAL | 622,607. |

CONTRIBUTORY RETIREMENT:

| | |
|--------------------------|------------|
| 212. Salaries | 0. |
| 213. Purchase of service | 0. |
| 214. Expenses | 0. |
| 215. Capital Outlay | <u>0.</u> |
| TOTAL | 2,017,170. |

EDUCATION:

SCHOOL DEPARTMENT:

| | |
|--------------------------|-----------------|
| 301. Salaries | 20,713,916. |
| 302. Purchase of Service | 2,854,552. |
| 303. Expenses | 701,444. |
| 304. Capital Outlay | <u>226,086.</u> |

TOTAL: EDUCATION 24,495,998.

PUBLIC SAFETY

POLICE:

| | |
|---|-----------------|
| 401. Total Salaries | 3,042,442. |
| (Raised by transfer of \$20,000. from the Parking Meter Fund and the balance of \$3,022,442. from the current tax levy) | |
| 402. Purchase of Service | 44,792. |
| 403. Expenses | 100,059. |
| 404. Capital Outlay | <u>124,480.</u> |
| TOTAL | 3,311,773. |

FIRE:

| | |
|--------------------------|------------|
| 405. Total Salaries | 3,896,132. |
| 406. Purchase of service | 82,875. |
| 407. Expenses | 143,025. |
| 408. Capital Outlay | <u>0.</u> |
| TOTAL | 4,122,032. |

BUILDING:

| | |
|--------------------------|-----------|
| 409. Salaries | 202,047. |
| 410. Purchase of service | 1,400. |
| 411. Expenses | 5,707. |
| 412. Capital Outlay | <u>0.</u> |
| TOTAL | 209,154. |

TOTAL: PUBLIC SAFETY 7,642,959.

PUBLIC FACILITIES

PUBLIC WORKS:

| | |
|---|------------|
| 501. Salaries | 2,321,792. |
| (Raised by transfer of \$26,500. from the Parking Meter Fund; \$70,000. from the Landfill Reserve Fund, and the balance of \$2,225,292. from the current tax levy) | |

| | |
|--------------------------|-----------------|
| 502. Purchase of Service | 1,374,731. |
| 503. Expenses | 351,280. |
| 504. Capital Outlay | 0. |
| 505. Snow & Ice | <u>150,000.</u> |
| TOTAL | 4,197,803. |

BUILDING MAINTENANCE:

| | |
|--------------------------|----------------|
| 507. Salaries | 1,644,764. |
| 508. Purchase of Service | 1,171,477. |
| 509. Expenses | 267,337. |
| 510. Capital Outlay | <u>39,600.</u> |
| TOTAL | 3,123,178. |

PERMANENT PUBLIC BUILDING COMMITTEE:

| | |
|---------------------|-------------|
| 511. Salaries | 5,330. |
| 512. Expenses | 400. |
| 513. Capital outlay | <u>350.</u> |
| TOTAL | 6,080. |

TOTAL: PUBLIC FACILITIES 7,327,061.

HUMAN SERVICES**BOARD OF HEALTH:**

| | |
|--------------------------|-----------|
| 601. Salaries | 206,871. |
| 602. Purchase of service | 68,241. |
| 603. Expenses | 7,550. |
| 604. Capital Outlay | <u>0.</u> |
| TOTAL | 282,662. |

VETERANS' SERVICES:

| | |
|---------------|----------------|
| 605. Salaries | 40,265. |
| 606. Expenses | 3,700. |
| 607. Benefits | <u>30,000.</u> |
| TOTAL | 73,965. |

YOUTH COMMISSION:

| | |
|--------------------------|-----------|
| 608. Salaries | 120,479. |
| 609. Purchase of Service | 2,140. |
| 610. Expenses | 2,650. |
| 611. Capital Outlay | <u>0.</u> |
| TOTAL | 125,269. |

COUNCIL ON AGING:

| | |
|--------------------------|-----------|
| 612. Salaries | 163,530. |
| 613. Purchase of Service | 11,500. |
| 614. Expenses | 4,125. |
| 615. Capital Outlay | <u>0.</u> |
| TOTAL | 179,155. |

COMMISSION ON DISABILITIES:

| | |
|--|--------|
| 616. Expenses | 2,948. |
| (Raised by transfer of \$2,435. From the Handicapped Parking Fines and \$513.00 from the tax levy) | |
| TOTAL | 2,948. |

TOTAL: HUMAN SERVICES \$663,999.

DEVELOPMENT**PLANNING BOARD:**

| | |
|--------------------------|---------|
| 701. Salaries | 95,676. |
| 702. Purchase of Service | 2,960. |
| 703. Expenses | 1,947. |

| | |
|---------------------|-----------|
| 704. Capital Outlay | <u>0.</u> |
| TOTAL | 100,583. |

CONSERVATION COMMISSION:

| | |
|--------------------------|-----------|
| 705. Salaries | 14,796. |
| 706. Purchase of Service | 3,429. |
| 707. Expenses | 1,150. |
| 708. Capital Outlay | <u>0.</u> |
| TOTAL | 19,375. |

BOARD OF APPEALS:

| | |
|--------------------------|-------------|
| 709. Salaries | 5,658. |
| 710. Purchase of Service | 3,000. |
| 711. Expenses | <u>350.</u> |
| TOTAL | 9,008. |

HISTORICAL COMMISSION:

| | |
|---------------|-------------|
| 712. Expenses | <u>513.</u> |
| TOTAL | 513. |

TOTAL: DEVELOPMENT 129,479.

CULTURAL AND LEISURE SERVICES**LIBRARY:**

| | |
|--------------------------|-----------|
| 801. Salaries | 581,780. |
| 802. Purchase of Service | 35,659. |
| 803. Books & Periodicals | 114,800. |
| 804. Expenses | 12,780. |
| 805. Capital Outlay | <u>0.</u> |
| TOTAL | 745,019. |

PARK & RECREATION:

| | |
|--------------------------|----------------|
| 806. Salaries | 285,816. |
| 807. Purchase of Service | 35,778. |
| 808. Expenses | 24,347. |
| 809. Capital Outlay | <u>10,000.</u> |
| TOTAL | 355,941. |

MEMORIAL PARK:

| | |
|---------------------|-----------|
| 811. Expenses | 500. |
| 812. Capital Outlay | <u>0.</u> |
| Total | 500. |

TOTAL: CULTURAL & LEISURE SERVICES 1,101,460.

GRAND TOTAL:

DEPARTMENT BUDGETS 54,489,674.

At 10:45 P.M. Mr. Gilbert W. Cox, Jr. moved that the Annual Town Meeting stand adjourned to Monday May 12, 1997 at 7:30 P.M. at the Newman Elementary School, and it was so voted unanimously.

Theodora K. Eaton, CMC/AAE,
Town Clerk

ADJOURNED ANNUAL TOWN MEETING

Monday, May 12, 1997

Pursuant to adjournment of the Annual Town Meeting held May 7, 1997, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman Elementary School on Monday, May 12, 1997, at 7:30 P.M.

Check lists were used and 245 voters were checked on the list as being present, including 226 Town Meeting Members.

At the designation of Rev. Mark A. Fowler, President of the Needham Clergy Association, Rev. James J. Haddad, Pastor, St. Joseph's Church, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

At this time, unanimous consent was given to suspend the business portion of Town Meeting to welcome former Moderator Richard P. Melick and make the first presentations of the Richard Patton Melick Foundation.

Mr. Barry R. McDonough announced the creation of the Richard Patten Melick Foundation and its goal to present an award annually to the unsung heroes of Needham who have unselfishly volunteered their time and energy to their family, their community, and their surroundings. Mr. Barry R. McDonough presented an award posthumously to Stephanie Kalin which was accepted by her husband, John. Mr. Laurence G. Eaton presented the second award to Arthur A. Bloom, and Mrs. Jean T. Lindblad presented the third award to James Hugh Powers.

At this time, a motion to move reconsideration of Article 5 was offered by Mrs. Betsy M. Tedoldi. She indicated that many people have expressed concern with the possibility of Articles 5 and 6 coming before Town Meeting within six months and having the amendment revert back to the first hearing.

Mr. Jonathan M. Davis concurred, and indicated that it was his understanding of Town Counsel that nothing negative would happen if Articles 5 and 6 were voted down and the clock was reset.

Mr. David S. Tobin, Town Counsel, reiterated that if Town Meeting reconsiders and votes down these articles, that would not necessarily remove the "cloud". If the Planning Board came back and Town Meeting approved these articles within six months, Mr. Tobin is of the opinion that a higher court would stipulate that the amendments goes back to the first hearing.

Mr. Daniel P. Matthews, Selectman, agreed with Town Meeting reservations. However, he reminded Town Meeting that the Town Meeting Members control whether or not something is voted and these articles require a two-thirds vote.

A motion to move the previous question was offered by Mr. Frederick Waldman. The motion was presented, but the Moderator was in doubt as to the voice vote. The following tellers were sworn in to the faithful performance of their duties: Meredith P. Page, Harriett D. Tippet, Foster S. Crook, John F. Milligan, William R. Dermody, and Helen D. Jursek. The motion was again presented and carried by a count of hands. The hand count was Yes 186 - No 22.

Mrs. Tedoldi's motion was presented, but it failed to pass by voice vote.

ARTICLE 21: APPROPRIATE THE FY98 WATER ENTERPRISE FUND BUDGET

To see if the Town will vote to raise and appropriate from water receipts or transfer from the water enterprise fund the following sums of money to operate the Water Division of the DPW during fiscal year 1998; under the provision of G.L. Chapter 44, Section 53F 1/2:

| | Expended FY96 | Appropriated FY97 | Recommended FY98 |
|-----------------|------------------|----------------------|---------------------|
| 908 Salaries | \$488,473 | 518,199 | 531,415 |
| 909 Purchase of | | | |
| Services | 225,949 | 229,891 | 242,598 |
| 910 Expenses | 154,230 | 201,255 | 201,255 |
| 911 Capital | | | |
| Outlay | 16,780 | 103,500 | 66,741 |
| 912 MWRA | | | |
| Assessment | 120,455 | 249,839 | 249,839 |
| 913 Emergency | | | |
| Repairs | 34,708 | 50,000 | 50,000 |
| 914 Debt | | | |
| Service | <u>242,579</u> | <u>315,000</u> | <u>493,870</u> |
| TOTAL | 1,283,174 | 1,667,684 | 1,835,718 |

or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate from water receipts or transfer from the water enterprise fund the following sums of money to operate the Water Division of the DPW during fiscal year 1998; under the provision of G.L. Chapter 44, Section 53F 1/2:

| | Expended FY96 | Appropriated FY97 | Recommended FY98 |
|-----------------|------------------|----------------------|---------------------|
| 908 Salaries | \$488,473 | 518,199 | 531,415 |
| 909 Purchase of | | | |
| Services | 225,949 | 229,891 | 242,598 |
| 910 Expenses | 154,230 | 201,255 | 201,255 |
| 911 Capital | | | |
| Outlay | 16,780 | 103,500 | 66,741 |
| 912 MWRA | | | |
| Assessment | 120,455 | 249,839 | 249,839 |
| 913 Emergency | | | |
| Repairs | 34,708 | 50,000 | 50,000 |
| 914 Debt | | | |
| Service | <u>242,579</u> | <u>315,000</u> | <u>493,870</u> |
| TOTAL | 1,283,174 | 1,667,684 | 1,835,718 |

The following motion to amend was offered by Mr. Thomas H. Hannigan, Jr.:

| Line Item | Description | Changing From | Changing To |
|--------------|----------------|--------------------|--------------------|
| 908 | Salaries | \$531,415 | \$544,560 |
| 911 | Capital Outlay | 66,741 | 52,500 |
| 914 | Debt Service | <u>493,870</u> | <u>484,120</u> |
| TOTAL | | \$1,835,718 | \$1,824,872 |

After a brief discussion, Mr. Hannigan's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate from water receipts or transfer from the water enterprise fund the following sums of money to operate the Water Division of the DPW during fiscal year 1998; under the provision of G.L. Chapter 44, Section 53F ½:

| | Expended FY96 | Appropriated FY97 | Recommended FY98 |
|--------------------------|------------------|----------------------|---------------------|
| 908 Salaries | \$488,473 | 518,199 | 544,560 |
| 909 Purchase of Services | 225,949 | 229,891 | 242,598 |
| 910 Expenses | 154,230 | 201,255 | 201,255 |
| 911 Capital Outlay | 16,780 | 103,500 | 52,500 |
| 912 MWRA Assessment | 120,455 | 249,839 | 249,839 |
| 913 Emergency Repairs | 34,708 | 50,000 | 50,000 |
| 914 Debt Service | <u>242,579</u> | <u>315,000</u> | <u>484,120</u> |
| TOTAL | 1,283,174 | 1,667,684 | 1,824,872 |

ARTICLE 22: APPROPRIATE THE FY98 WASTEWATER ENTERPRISE FUND BUDGET (SEWER)

To see if the Town will vote to raise and appropriate from wastewater receipts or transfer from the wastewater enterprise fund the following sums of money to operate the Sewer Division of the DPW during fiscal year 1998; under the provisions of G.L. Chapter 44, Section 53F ½:

| | Expended FY96 | Appropriated FY97 | Recommended FY98 |
|-------------------------|------------------|----------------------|---------------------|
| 901 Salaries | \$332,547 | 413,693 | 414,947 |
| 902 Purchase of Service | 93,179 | 94,779 | 104,696 |
| 903 Expenses | 54,429 | 59,300 | 59,300 |
| 904 Capital Outlay | 0 | 0 | 56,763 |
| 905 MWRA Assessment | 3,468,741 | 3,600,488 | 3,660,488 |
| 906 Emergency Repairs | 31,940 | 20,000 | 20,000 |
| 907 Debt Service | <u>688,986</u> | <u>515,000</u> | <u>729,582</u> |
| TOTAL | 4,669,822 | 4,703,260 | 5,045,776 |

or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate from wastewater receipts or transfer from the Wastewater Enterprise Fund, formerly known as the Sewer Enterprise Fund, the following sums of money to operate the Sewer Division of the DPW during fiscal year 1998; under the provisions of G.L. Chapter 44, Section 53F 1/2:

| | Expended FY96 | Appropriated FY97 | Recommended FY98 |
|-------------------------|------------------|----------------------|---------------------|
| 901 Salaries | \$332,547 | 413,693 | 414,947 |
| 902 Purchase of Service | 93,179 | 94,779 | 104,696 |
| 903 Expenses | 54,429 | 59,300 | 59,300 |
| 904 Capital Outlay | 0 | 0 | 56,763 |
| 905 MWRA Assessment | 3,468,741 | 3,600,488 | 3,660,488 |
| 906 Emergency Repairs | 31,940 | 20,000 | 20,000 |
| 907 Debt Service | <u>688,986</u> | <u>515,000</u> | <u>729,582</u> |
| TOTAL | 4,669,822 | 4,703,260 | 5,045,776 |

The following motion to amend was offered by Mr. Thomas H. Hannigan, Jr.:

| Line Item | Description | Changing From | Changing To |
|--------------|----------------|--------------------|--------------------|
| 901 | Salaries | \$414,947 | 425,196 |
| 904 | Capital Outlay | 56,763 | 30,000 |
| 907 | Debt Service | <u>729,582</u> | <u>734,082</u> |
| TOTAL | | \$5,045,776 | \$5,033,762 |

Mr. Hannigan's motion to amend was presented and carried by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate from wastewater receipts or transfer from the Wastewater Enterprise Fund, formerly known as the Sewer Enterprise Fund, the following sums of money to operate the Sewer Division of the DPW during fiscal year 1998; under the provisions of G.L. Chapter 44, Section 53F 1/2:

| | Expended FY96 | Appropriated FY97 | Recommended FY98 |
|-------------------------|------------------|----------------------|---------------------|
| 901 Salaries | \$332,547 | 413,693 | 425,196 |
| 902 Purchase of Service | 93,179 | 94,779 | 104,696 |
| 903 Expenses | 54,429 | 59,300 | 59,300 |
| 904 Capital Outlay | 0 | 0 | 30,000 |
| 905 MWRA Assessment | 3,468,741 | 3,600,488 | 3,660,488 |
| 906 Emergency Repairs | 31,940 | 20,000 | 20,000 |

| | | | |
|---------|----------------|----------------|----------------|
| 07 Debt | | | |
| Service | <u>688,986</u> | <u>515,000</u> | <u>734,082</u> |
| TOTAL | 4,669,822 | 4,703,260 | 5,033,762 |

ARTICLE 23: CONTINUE REVOLVING FUND - SCHOOL USING

To see if the Town will vote to continue a revolving fund account pursuant to the provisions of G.L. Chapter 44, Section 53E ½ for the revenues and expenditures from the School Department Fee-Based Busing Program and authorize the School Committee, through the Superintendent, to expend money from such fund in the amount of \$110,000 in fiscal year 1998; or take any other action relative thereto.

Summary of MGL Chapter 44, Section 53E ½: A revolving fund established under the provisions of G.L. Chapter 44, Section 53E ½ must be authorized annually by vote of the Town Meeting. The Town Meeting may authorize the use of one or more revolving funds by one or more municipal agencies, boards, departments or offices which fund shall be accounted for separately from all other monies in the Town. The fund shall be credited with only the departmental receipts received in connection with the programs supported by such revolving fund and expenditures may be made from the revolving fund without further appropriation, subject to the provisions of Section 53E ½.

The annual Town Meeting authorization for each revolving fund shall specify:

- (1) the programs and purposes for which the revolving fund may be expended;
- (2) the departmental receipts which shall be credited to the revolving fund;
- (3) the board, department or officer authorized to expend from such fund; and
- (4) a limit on the amount which may be expended from such fund in the ensuing year.

In any fiscal year the Board of Selectmen and the Finance Committee may approve an increase in the amount to be spent from the revolving fund, but in no event shall any agency, board, department or officer be authorized to expend in any one fiscal year more than one percent of the amount raised by the Town by taxation in the most recent fiscal year for which a tax rate has been certified pursuant to MGL Chapter 59, section 23.

Said agency, board, department or office shall report annually to the Town Meeting or Board of Selectmen as provided by Section 53E ½.

At the close of a fiscal year in which a revolving fund is not authorized for the following year or in which the Town changes the purpose for which money may be spent the following year, the balance shall revert to surplus revenue unless the Annual Town Meeting votes to transfer such balance to another revolving fund.

MOVED: That the Town vote to continue a revolving fund account pursuant to the provisions of G.L. Chapter 44, Section 53E ½ for the revenues and expenditures from the School Department Fee-Based Busing Program and authorize the School Committee, through the Superintendent, to expend money from such fund in the amount of \$110,000 in fiscal year 1998.

ACTION: The main motion was presented and carried by voice vote.

Articles 24, 25, 26, and 27 were adopted unanimously on May 5, 1997.

ARTICLE 28: ACCEPT G.L. CHAPTER 73, SECTION 4 OF THE ACTS OF 1986 - (CONTINUATION OF INCREASE IN PROPERTY TAX EXEMPTION LIMITS)

To see if the Town will vote to accept, for fiscal year 1998, the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions and approve an increase in the amount of 20% for each eligible exemption; or take any other action relative thereto.

Summary of Chapter 73, Section 4 of the Acts of 1986: Town Meeting approval of the additional exemption, as well as application for the exemption by the taxpayer, must be made annually. Approval was first granted by the May 1993 Town Meeting. Acceptance of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, permits the Town to grant an additional exemption to certain taxpayers who are surviving spouses, surviving minors of deceased parents, persons over the age of 70, certain veterans and disabled veterans and their surviving spouses, parents of veterans who died in wartime service and blind individuals, and who qualify for an exemption under any one of the following clauses of Section 5 of Chapter 59 of the General Laws:

Clauses 17, 17C, 17D, 22, 22A, 22B, 22C, 22D, 22E, 37, 37A, 41, 41B, 41C, 42, or 43.

The additional exemption shall be uniform for all exemptions but shall not exceed one hundred percent of a taxpayer's original exemption. No taxpayer may pay less tax than paid on the preceding year, except through the application of General Laws, Chapter 58, Section 8A or Chapter 59, Section 5, clause 18. The taxable valuation of the taxpayer's property shall not be less than ten percent of its fair cash value.

MOVED: That the Town will vote to accept, for fiscal year 1998, the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, which amends Chapter 59 of the General Laws relative to real estate property tax exemptions and approve an increase in the amount of 20% for each eligible exemption.

Mr. Daniel P. Matthews, Chairman, addressed this proposal and recommended adoption on behalf of the Board of Selectmen.

ACTION: The main motion was presented and carried unanimously by voice vote.

Article 29 was adopted unanimously on May 5, 1997.

ARTICLE 30: AUTHORIZE INTERMUNICIPAL AGREEMENT - BOARD OF ASSESSORS

To see whether the Town will vote to authorize the Board of Assessors to enter into an intermunicipal agreement for the

provision and support services for the Town's computerized assessment system, approve Intermunicipal Agreement regarding Assessors Computer System to be paid from the Assessor's Office expense obligation; or take any other action relative thereto.

Summary of MGL Chapter 40, Section 4A This law requires Town Meeting approval prior to entering into an intermunicipal (multi town) agreement. Approval of this Article will enable the Board of Assessors to provide continued support to the computer assisted mass appraisal system (CAMA) originally provided to the Town by the Department of Revenue (DOR). This intermunicipal agreement will provide for the updating of the CAMA software. Approximately 80 municipalities will participate in this agreement. The annual cost to the Town will be \$1,500.

MOVED: That the Town vote to authorize the Board of Assessors to enter into an intermunicipal agreement for the provision and support services for the Town's computerized assessment system, approve Intermunicipal Agreement regarding Assessors Computer System to be paid from the Assessor's Office expense obligation.

Mr. John H. Cogswell, Selectman, addressed this proposal on behalf of the Board of Selectmen.

Unanimous consent was given to allow Mr. James Weidenfeller, Administrative Assessor and non-resident, to address Town Meeting. Mr. Weidenfeller explained that this proposal allows the Board of Assessors to enter into and approve an intermunicipal agreement for support services for the Town's computerized assessment system.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 31: ACCEPT MGL CHAPTER 71 OF THE ACTS OF 1996 (VETERAN'S RETIREMENT INCENTIVE LEGISLATION)

To see if the Town will vote to accept MGL, Chapter 71 of the Acts of 1996; or take any other action relative thereto.

Summary of Chapter 71 of the Acts of 1996 - This law allows town employees who have completed ten or more years of creditable service and who are veterans to purchase up to four years of creditable service corresponding to their period of active service in the armed forces.

MOVED: That the Town vote to accept MGL Chapter 71 of the Acts of 1996.

A motion to refer the subject matter of Article 31 back to the Needham Contributory Retirement Board, to be brought back for consideration at a later Town Meeting was offered by Mr. Robert Y. Larsen.

Mr. Daniel P. Matthews, Chairman, advised that the Board of Selectmen concurs with the motion to refer.

Mr. Larsen's motion to refer was presented and carried unanimously by voice vote.

ARTICLE 32: TRANSFER OF UNDESIGNATED FUND BALANCE

To see if the Town will vote to transfer \$2,301,407 from the Undesignated Fund Balance Account (Free Cash) to meet, in part, appropriations made at this Town Meeting, and to authorize the Board of Assessors to use such sum as available funds to meet appropriations in their computation of the tax rate for the fiscal year 1998; or take any other action relative thereto.

MOVED: That the Town vote to transfer \$2,301,407 from the Undesignated Fund Balance Account (Free Cash) to meet, in part, appropriations made at this Town Meeting, and to authorize the Board of Assessors to use such sum as available funds to meet appropriations in their computation of the tax rate for the fiscal year 1998.

Mr. Thomas H. Hannigan, Jr., Chairman, advised that the Finance Committee recommends favorable action on this article.

ACTION: The main motion was presented and carried by voice vote.

ARTICLE 33: APPROPRIATE FOR MITCHELL SCHOOL ROOF

To see if the Town will vote to raise and appropriate the sum of \$185,000 to replace the Mitchell School roof, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$185,000 for a period of up to 20 years, under G.L. Chapter 44, Section 7; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$185,000 to replace the Mitchell School roof, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$185,000 for a period of up to 20 years, under G.L. Chapter 44, Section 7.

A motion to postpone to a time certain, specifically the first order of business after the close of the Special Town Meeting on May 14, 1997 was offered by Mr. Daniel P. Matthews. The motion to postpone was presented and carried unanimously by voice vote.

Article 34 was adopted unanimously on May 5, 1997.

ARTICLE 35: APPROPRIATE FOR HIGH SCHOOL BOILER MECHANICAL SYSTEMS

To see if the Town will vote to raise and appropriate the sum of \$125,000 to replace the High School boiler mechanical systems, to be spent under the direction of the Municipal Building Maintenance Board, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$125,000 for a period of up to 20 years, under G.L. Chapter 44, Section 7; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$125,000 to replace the High School boiler mechanical systems, to be spent under the direction of the Municipal Building Maintenance Board, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$125,000 for a period of up to 20 years, under G.L. Chapter 44, Section 7.

A motion to amend was offered by Mr. Daniel P. Matthews deleting the words "and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow p to \$125,000 for a period of up to 20 years, under G. L. Chapter 4, Section 7." and replacing them with the words "said sum to be raised from the current tax levy."

Mr. Daniel P. Matthews, Chairman, addressed this proposal on behalf of the Board of Selectmen.

Mr. James G. Healy, member, advised that the Finance Committee recommends adoption of the motion and the motion to amend. He indicated that this is one of several articles that the Finance Committee recommends funding by cash to help keep the debt level down.

Unanimous consent was given to allow Mr. Mark LaFleur, Director, Municipal Building Maintenance Board and non-resident, to address Town meeting.

In response to an inquiry from Mr. Stephen Rosenstock, Mr. LaFleur explained that the boiler capacity problem was addressed in 1995 and this proposal addresses the problem of moving the steam to the rest of the building.

Mr. Matthews' motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate the sum of \$125,000 to replace the High School boiler mechanical systems, to be spent under the direction of the Municipal Building Maintenance Board, said sum to be raised from the current tax levy.

ARTICLE 36: APPROPRIATE FOR HILLSIDE AND MITCHELL SCHOOL GROUNDS

To see if the Town will vote to raise and appropriate the sum of \$62,000 to reconstruct certain portions of the Hillside School and Mitchell School grounds, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow p to \$62,000 for a period of up to 15 years, under G.L. Chapter 44, Section 7; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$62,000 to reconstruct certain portions of the Hillside School and Mitchell School grounds, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow p to \$62,000 for a period of up to 15 years, under G.L. Chapter 44, Section 7.

A motion to amend was offered by Mr. Daniel P. Matthews deleting the words "and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow p to \$62,000 for a period of up to 15 years, under G. L. Chapter 4, Section 7." and replacing them with the words "said sum to be raised from the current tax levy."

Mr. Daniel P. Matthews, Chairman, addressed this proposal on behalf of the Board of Selectmen.

Mr. James G. Healy, member, advised that the Finance Committee recommends adoption of the motion and the motion to amend. He further stated that this proposal is the third year of a five year program to renovate the school playing fields.

Mr. Matthews motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried by voice vote.

VOTED: That the Town vote to raise and appropriate the sum of \$62,000 to reconstruct certain portions of the Hillside School and Mitchell School grounds, to be spent under the direction of the Board of Selectmen, said sum to be raised from the current tax levy.

ARTICLE 37: APPROPRIATE FOR COMPUTER UPGRADE

To see if the Town will vote to raise and appropriate the sum of \$60,000 to upgrade the Town's main computer, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$60,000 for a period of up to 10 years, under G.L. Chapter 44, Section 7; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$60,000 to upgrade the Town's main computer, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$60,000 for a period of up to 10 years, under G.L. Chapter 44, Section 7.

Mr. Paul Theodore Owens, Selectman, addressed this proposal on behalf of the Board of Selectmen. He explained that this proposal is a request for funds to update the Town's memory and storage capacity.

A motion to amend was offered by Mr. Michael T. Vaughn to delete the words "10 years" and insert in place thereof the words "5 years". He suggested that the town should not borrow for longer than the life of the item.

Mr. Paul Theodore Owens advised that the Board of Selectmen has no objection to the amendment.

In response to an inquiry from Mr. Steven R. Maxwell, Mr. Owens advised that the Town has a Data Processing Committee and that while there is no Master Plan, there is a comprehensive overhaul plan. This proposal is the lowest cost, longest term solution to this problem.

Mr. Vaughn's motion to amend was presented and carried by voice vote.

ACTION: The main motion, as amended, was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by a count of hands. The hand count was Yes - 189 No - 2.

VOTED: That the Town vote to raise and appropriate the sum of \$60,000 to upgrade the Town's main computer, to be spent under the direction of the Board of Selectmen, and to meet this

appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$60,000 for a period of up to 5 years, under G.L. Chapter 44, Section 7.

Article 38 was previously withdrawn on May 5, 1997.

ARTICLE 39: APPROPRIATE FOR DPW EQUIPMENT REPLACEMENT

To see if the Town will vote to raise and appropriate the sum of \$545,000 for DPW equipment, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$545,000 for a period of up to five years, under G.L. Chapter 44, Section 7; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$545,000 for DPW equipment, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$545,000 for a period of up to five years, under G.L. Chapter 44, Section 7.

A motion to amend was offered by Mr. John H. Cogswell to strike the amount of "\$545,000" and insert in place thereof the amount of "\$256,500" in both the second and fifth lines of the motion.

Mr. John H. Cogswell, Selectman, urged support of this proposal on behalf of the Board of Selectmen.

Mr. John M. Hession, member, reviewed this article on behalf of the Finance Committee. He advised that the original proposal requested \$600,000 for 14 vehicles. He noted that this proposal is part replacement and part maintenance.

Mr. Everett E. Hicks expressed concern that employees should drive their own cars to town and pick up a vehicle in the motor pool for town work.

In response to an inquiry from Mr. Robert D. Friedman, Mr. Cogswell advised that the Board of Selectmen has adopted a Town Vehicle Policy in which certain employees have access to municipal vehicles either during the work shift or on a 24 hour on-call basis.

Mr. Michael Greis stated that this is not defensible and that most people drive their own vehicles to work. He suggested that the Board rethink this policy.

Mr. Eugene S. McMorro concurred with the previous speakers and suggested that the vehicle use is excessive.

After a brief discussion, Mr. Cogswell's motion to amend, which requires a two thirds vote, was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, which requires a two thirds vote, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate the sum of \$256,500 for DPW equipment, to be spent under the direction of

the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$256,500 for a period of up to five years, under G.L. Chapter 44, Section 7.

ARTICLE 40: APPROPRIATE FOR DPW SIDEWALK TRACTOR

To see if the Town will vote to raise and appropriate the sum of \$60,000 to purchase a sidewalk tractor, to be spent under the direction of the Board of Selectmen, and that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$60,000 for a period of up to five years under G.L. Chapter 44 Section 7; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$60,000 to purchase a sidewalk tractor, to be spent under the direction of the Board of Selectmen, and that to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$60,000 for a period of up to five years under G.L. Chapter 44 Section 7.

Mr. John H. Cogswell, Selectman, strongly recommended adoption of Article 40.

ACTION: The main motion, which requires a two thirds vote, was presented and carried unanimously by voice vote.

ARTICLE 41: APPROPRIATE FOR STORM DRAINAGE IMPROVEMENTS (FEMA)

To see if the Town will vote to raise and appropriate the sum of \$100,000 for storm drain and flood control improvements, including engineering services, plans and specifications in connection with the Walker-Gordon Pond, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with approval of the Board of Selectmen, is authorized to borrow up to \$100,000 for a period of up to 30 years under G.L. Chapter 44, Section 7; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$100,000 for storm drain and flood control improvements, including engineering services, plans and specifications in connection with the Walker-Gordon Pond, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with approval of the Board of Selectmen, is authorized to borrow up to \$100,000 for a period of up to 30 years under G.L. Chapter 44, Section 7.

Upon request of the Board of Selectmen, unanimous consent was given to withdraw Article 41.

ARTICLE 42: APPROPRIATE FOR WASTEWATER SYSTEM REHABILITATION (EPA)

To see if the Town will vote to raise and appropriate the sum of \$217,000 to rehabilitate and construct certain portions of the wastewater system including design, to be spent under the direction of the Board of Selectmen and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$217,000 for a period of up to 30 years under G.L.

Chapter 44, Section 7; and that the Treasurer with the approval of the Board of Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust or otherwise; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$217,000 to rehabilitate and construct certain portions of the wastewater system including design, to be spent under the direction of the Board of Selectmen and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$217,000 for a period of up to 30 years under G.L. Chapter 44, Section 7; and that the Treasurer with the approval of the Board of Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust or otherwise.

The Moderator announced that the proponents of Article 2 seek a negative vote on the main motion and will then present a second main motion.

ACTION: The main motion was presented, but it failed to pass by voice vote.

Mr. John H. Cogswell tendered a second main motion under Article 42.

MOVED: That the Town vote to raise and appropriate the sum of \$217,000 for the purpose of financing the construction of and rehabilitation of certain portions of the wastewater system, including engineering design, and including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the General Laws; that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$217,000 and issue bonds or notes therefor under Section 7 of Chapter 44 of the General Laws and/or Chapter 29C of the General Laws; that the Treasurer with the approval of the Board of Selectmen is authorized to borrow all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to Chapter 29C and in connection therewith to enter into a loan agreement and/or security agreement with the Trust and otherwise to contract with the Trust and the Department of Environmental Protection with respects to such loan and for any federal or state aid available for the project or for the financing thereof; and that the Board of Selectmen is authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the project and to take any other action necessary to carry out the project.

Mr. John H. Cogswell moved that Articles 42, 43, and 44 be discussed together and voted on separately. The motion was presented and carried unanimously by voice vote.

Mr. Cogswell addressed these articles on behalf of the Board of Selectmen. He noted that these articles propose to repair and replace portions of the wastewater system, the water system, the storm drain system, and to remove contaminated portions going into the Charles River.

Mr. Thomas H. Hannigan, Jr., Chairman, advised that the Finance Committee recommends adoption of these articles.

The Moderator read the second main motion to Town Meeting Members prior to the vote.

ACTION: The second main motion under Article 42 was presented

and carried unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate the sum of \$217,000 for the purpose of financing the construction of and rehabilitation of certain portions of the wastewater system, including engineering design, and including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the General Laws; that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$217,000 and issue bonds or notes therefor under Section 7 of Chapter 44 of the General Laws and/or Chapter 29C of the General Laws; that the Treasurer with the approval of the Board of Selectmen is authorized to borrow all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to Chapter 29C and in connection therewith to enter into a loan agreement and/or security agreement with the Trust and otherwise to contract with the Trust and the Department of Environmental Protection with respects to such loan and for any federal or state aid available for the project or for the financing thereof; and that the Board of Selectmen is authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the project and to take any other action necessary to carry out the project.

ARTICLE 43: APPROPRIATE FOR WATER SYSTEM IMPROVEMENTS (EPA)

To see if the Town will vote to raise and appropriate the sum of \$31,000 to rehabilitate and construct certain portions of the water system including design, to be spent under the direction of the Board of Selectmen, and raised from water receipts or transfer from the water enterprise fund; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$31,000 to rehabilitate and construct certain portions of the water system including design, to be spent under the direction of the Board of Selectmen, and raised from water receipts or transfer from the water enterprise fund.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 44: APPROPRIATE FOR STORM DRAIN SYSTEM REHABILITATION (EPA)

To see if the Town will vote to raise and appropriate the sum of \$42,000 to rehabilitate certain portions of the drain system, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$42,000 for a period of up to 30 years under G.L. Chapter 44, Section 8, and the Treasurer with the approval of the Board of Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust or otherwise; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$42,000 to rehabilitate certain portions of the drain system, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$42,000 for a period of up to 30 years under G.L. Chapter 44, Section 8, and the Treasurer with the

approval of the Board of Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust or otherwise.

The Moderator announced that Mr. Cogswell will seek a negative vote on the main motion under Article 44 and will then present a second main motion for adoption.

ACTION: The main motion was presented, but it failed to pass by voice vote.

Mr. John H. Cogswell tendered a second main motion under Article 44.

MOVED: That the Town vote to raise and appropriate the sum of \$42,000 for the purpose of financing the construction of and rehabilitation of certain portions of the drain system, including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the General Laws; that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$42,000 and issue bonds or notes therefor under Section 7 of Chapter 44 of the General Laws and/or Chapter 29C of the General Laws; that the Treasurer with the approval of the Board of Selectmen is authorized to borrow all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to Chapter 29C and in connection therewith to enter into a loan agreement and/or security agreement with the Trust and otherwise to contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; and that the Board of Selectmen is authorize to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the project and to take any other action necessary to carry out the project.

The Moderator read the second main motion to Town Meeting Members prior to the vote.

ACTION: The second main motion was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate the sum of \$42,000 for the purpose of financing the construction of and rehabilitation of certain portions of the drain system, including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the General Laws; that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$42,000 and issue bonds or notes therefor under Section 7 of Chapter 44 of the General Laws and/or Chapter 29C of the General Laws; that the Treasurer with the approval of the Board of Selectmen is authorized to borrow all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to Chapter 29C and in connection therewith to enter into a loan agreement and/or security agreement with the Trust and otherwise to contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; and that the Board of Selectmen is authorize to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the project and to take any other action necessary to carry out the project.

ARTICLE 45: APPROPRIATE FOR STORM DRAIN SYSTEM ENGINEERING

To see if the Town will vote to raise and appropriate the sum of \$100,000 for engineering services for plans and specifications in connection with improvements to the storm drain system, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to \$100,000 for a period five years under G.L. Chapter 44, Section 7; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$100,000 for engineering services for plans and specifications in connection with improvements to the storm drain system, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to \$100,000 for a period five years under G.L. Chapter 44, Section 7.

A motion to refer the subject matter of Article 45 back to the Board of Selectmen for further study, to be brought back for consideration to a future Town Meeting was offered by Mr. John H. Cogswell.

In response to an inquiry from Mr. George Tarallo, Mr. Cogswell explained that a camera will be lowered into every drain to determine where the problems exist.

Mr. Cogswell's motion to refer was presented and carried by voice vote.

ARTICLE 46 APPROPRIATE FOR WASTEWATER SYSTEM REHABILITATION

To see if the Town will vote to raise and appropriate the sum of \$1,780,000 to rehabilitate and construct certain portions of the wastewater system, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$1,780,000 for a period of up to 30 years under G.L. Chapter 44, Section 7, and that the Treasurer with the approval of the Board of Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust or otherwise; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$1,780,000 to rehabilitate and construct certain portions of the wastewater system, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$1,780,000 for a period of up to 30 years under G.L. Chapter 44, Section 7, and that the Treasurer with the approval of the Board of Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust or otherwise.

The Moderator announced that Mr. Cogswell will seek a negative vote on the main motion under Article 46 and will then present a second main motion for adoption.

ACTION: The main motion was presented, but it failed to pass by voice vote.

Mr. John H. Cogswell tendered a second main motion under Article 46.

MOVED: That the Town vote to raise and appropriate the sum of

1,780,000 for the purpose of financing the construction of and habilitation of certain portions of the wastewater system, including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the General Laws; that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$1,780,000 and issue bonds or notes therefor under Section 7 of Chapter 44 of the General Laws and/or Chapter 29C of the General Laws; that the Treasurer with the approval of the Board of Selectmen is authorized to borrow all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to Chapter 29C and in connection therewith to enter into loan agreement and/or security agreement with the Trust and otherwise to contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; and that the Board of Selectmen is authorized to enter into project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the project and to take any other action necessary to carry out the project.

Mrs. Meg Hale expressed concern that this is the third article submitted for approval tonight which was not available for Town Meeting Members to review.

The Moderator read the second main motion to Town Meeting Members prior to the vote.

ACTION: The second main motion was presented and carried unanimously by voice vote.

MOVED: That the Town vote to raise and appropriate the sum of 1,780,000 for the purpose of financing the construction of and habilitation of certain portions of the wastewater system, including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the General Laws; that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$1,780,000 and issue bonds or notes therefor under Section 7 of Chapter 44 of the General Laws and/or Chapter 29C of the General Laws; that the Treasurer with the approval of the Board of Selectmen is authorized to borrow all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to Chapter 29C and in connection therewith to enter into loan agreement and/or security agreement with the Trust and otherwise to contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; and that the Board of Selectmen is authorized to enter into project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the project and to take any other action necessary to carry out the project.

ARTICLE 47: APPROPRIATE FOR WASTEWATER SYSTEM REHABILITATION DESIGN

To see if the Town will vote to raise and appropriate the sum of \$150,000 to rehabilitate certain portions of the wastewater system including design, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to \$150,000 for a period of up to five years under G.L. Chapter 44, Section 7, and that the Treasurer, with the approval of the Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts

Water Pollution Abatement Trust or otherwise; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$150,000 to rehabilitate certain portions of the wastewater system including design, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to \$150,000 for a period of up to five years under G.L. Chapter 44, Section 7, and that the Treasurer, with the approval of the Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust or otherwise.

The Moderator announced that Mr. Cogswell will seek a negative vote on the main motion under Article 47 and will then present a second main motion for adoption.

ACTION: the main motion was presented, but it failed to pass by voice vote.

A motion to postpone the subject matter of Article 47 to a time certain, specifically the second order of business after the conclusion of the Special Town Meeting and Article 33 on Wednesday, May 14, 1997 was offered by Mr. Gerald R. Browne.

Mr. Browne's motion to postpone Article 47 to a time certain was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by a count of hands. The hand count was Yes 149 - No 27.

At 10:55 P.M. Mr. Frederick Waldman moved that the Annual Town Meeting stand adjourned to Wednesday, May 14, 1997 at 7:30 P.M. at the Newman Elementary School, and it was so voted unanimously.

Theodora K. Eaton, CMC/AAE,
Town Clerk

ADJOURNED ANNUAL TOWN MEETING

Wednesday, May 14, 1997

Pursuant to adjournment of the Annual Town Meeting held May 12, 1997, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman Elementary School on Wednesday, May 14, 1997, at 7:30 P.M.

Check lists were used and 218 voters were checked on the list as being present, including 203 Town Meeting Members.

At the designation of Rev. Mark A. Fowler, President of the Needham Clergy Association, Rev. Richard A. Horner, Pastor, Grace Lutheran Church, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

Mr. Daniel P. Matthews, Chairman, Board of Selectmen, moved that the Annual Town Meeting stand adjourned until such time that the Special Town Meeting called for this evening at 7:30 P.M. is either adjourned or dissolved. It was so voted unanimously.

SPECIAL TOWN MEETING

May 14, 1997

Pursuant to a warrant issued by the Selectmen on April 22, 1997, this meeting was called for May 14, 1997 at 7:30 P.M. The call to the meeting and the Officer's Return were read by the Town Clerk.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

Unanimous consent was given to omit the reading of the articles and to refer to them by number only. The same parliamentary rules as outlined for the Annual Town Meeting were adopted.

The Moderator announced that the proponents requested unanimous consent to withdraw Article 5. Town Meeting members indicated that there was no objection to the withdrawal of Article 5 and it was so voted.

ARTICLE 1: AMEND THE FISCAL YEAR 1997 BUDGET

To see if the Town will vote to amend and supersede certain parts of the 1997 Operating Budget adopted under Article 21 of the 1996 Annual Town Meeting and amended at the October 1996 Special Town Meeting; by deleting the amounts of money appropriated under some of the line items and appropriating new amounts;

| Line Item | Appropriation | Changing From | Changing To |
|-----------|-----------------------------------|---------------|-------------|
| 114 | Personnel Bd, Purchase of Service | \$ 2,500 | \$ 10,000 |
| 115 | Personnel Bd, Merit Bonus | 7,500 | 0 |

| | | | |
|-----|---------------------------------------|-----------|-----------|
| 208 | Finance, Capital Outlay | 30,850 | 33,750 |
| 211 | Finance Comm., Reserve Fund | 508,000 | 358,000 |
| 507 | Building Maint., Salaries | 1,604,674 | 1,578,794 |
| 508 | Building Maint., Purchase of Service | 1,139,653 | 1,131,483 |
| 509 | Building Maint., Expenses | 215,225 | 249,275 |
| 608 | Youth Comm., Salaries | 115,006 | 112,106 |
| 609 | Youth Comm., Purchase of Service | 2,140 | 2,640 |
| 610 | Youth Comm., Expenses | 2,650 | 2,150 |
| 613 | Council on Aging, Purchase of Service | 11,500 | 11,800 |
| 614 | Council on Aging, Expense | 3,600 | 3,300 |
| 702 | Planning Bd., Purchase of Service | 2,960 | 3,660 |
| 703 | Planning Bd., Expenses | 1,947 | 1,247 |

or take any other action relative thereto.

MOVED: That the Town vote to amend and supersede certain part of the 1997 Operating Budget adopted under Article 21 of the 1996 Annual Town Meeting and amended at the October 1996 Special Town Meeting; by deleting the amounts of money appropriated under some of the line items and appropriating new amounts;

| Line Item | Appropriation | Changing From | Changing To |
|-----------|---------------------------------------|---------------|-------------|
| 114 | Personnel Bd, Purchase of Service | \$ 2,500 | \$ 10,000 |
| 115 | Personnel Bd, Merit Bonus | 7,500 | 0 |
| 208 | Finance, Capital Outlay | 30,850 | 33,750 |
| 211 | Finance Comm., Reserve Fund | 508,000 | 358,000 |
| 507 | Building Maint., Salaries | 1,604,674 | 1,578,794 |
| 508 | Building Maint., Purchase of Service | 1,139,653 | 1,131,483 |
| 509 | Building Maint., Expenses | 215,225 | 249,275 |
| 608 | Youth Comm., Salaries | 115,006 | 112,106 |
| 609 | Youth Comm., Purchase of Service | 2,140 | 2,640 |
| 610 | Youth Comm., Expenses | 2,650 | 2,150 |
| 613 | Council on Aging, Purchase of Service | 11,500 | 11,800 |
| 614 | Council on Aging, Expense | 3,600 | 3,300 |
| 702 | Planning Bd., Purchase of Service | 2,960 | 3,660 |
| 703 | Planning Bd., Expenses | 1,947 | 1,247 |

A motion to amend was offered by Mr. Thomas H. Hannigan, Jr. to add the following words:

Add the number "28" after the word "October",

Add the words "under Article 1," after the words "Special Town Meeting",

Add the words "as follows" at the end of the motion, and change Line Item 211 from "358,000" to "418,000".

Mr. Hannigan's motion to amend was presented and carried by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to amend and supersede certain parts

of the 1997 Operating Budget adopted under Article 21 of the 1996 Annual Town Meeting and amended at the October 28, 1996 Special Town meeting under Article 1, by deleting the amounts of money appropriated under some of the line items and appropriating new amounts as follows:

| Line Item | Appropriation | Changing From | Changing To |
|-----------|---------------------------------------|---------------|-------------|
| 114 | Personnel Bd, Purchase of Service | \$ 2,500 | \$ 10,000 |
| 115 | Personnel Bd, Merit Bonus | | 7,500 0 |
| 208 | Finance, Capital Outlay | 30,850 | 33,750 |
| 211 | Finance Comm., Reserve Fund | 508,000 | 418,000 |
| 507 | Building Maint., Salaries | 1,604,674 | 1,578,794 |
| 508 | Building Maint., Purchase of Service | 1,139,653 | 1,131,483 |
| 509 | Building Maint., Expenses | 215,225 | 249,275 |
| 508 | Youth Comm., Salaries | 115,006 | 112,106 |
| 509 | Youth Comm., Purchase of Service | 2,140 | 2,640 |
| 510 | Youth Comm., Expenses | 2,650 | 2,150 |
| 513 | Council on Aging, Purchase of Service | 11,500 | 11,800 |
| 514 | Council on Aging, Expense | 3,600 | 3,300 |
| 702 | Planning Bd., Purchase of Service | 2,960 | 3,660 |
| 703 | Planning Bd., Expenses | 1,947 | 1,247. |

ARTICLE 2: AMEND THE FISCAL YEAR 1997 WASTEWATER ENTERPRISE FUND BUDGET (SEWER)

To see if the Town will vote to amend and supersede certain parts of the 1997 Wastewater Enterprise Fund Budget adopted under Article 23 of the 1996 Annual Town Meeting and amended at the October 1996 Special Town Meeting, by deleting the amounts of money appropriated under some line items and appropriating new amounts; \$4,500 to be raised from the Wastewater Enterprise Fund Retained Earnings;

| Line Item | Appropriation | Changing From | Changing To |
|-----------|---------------------|---------------|-------------|
| 01 | Salaries | \$413,693 | \$343,693 |
| 02 | Purchase of Service | 94,779 | 109,779 |
| 04 | Capital Outlay | 0 | 4,500 |
| 06 | Emergency Repairs | 20,000 | 75,000 |

or take any other action relative thereto.

MOVED: That the Town vote to amend and supersede certain parts of the 1997 Wastewater Enterprise Fund Budget adopted under Article 23 of the 1996 Annual Town Meeting and amended at the October 1996 Special Town Meeting, by deleting the amounts of money appropriated under some line items and appropriating new amounts; \$4,500 to be raised from the Wastewater Enterprise Fund Retained Earnings;

| Line Item | Appropriation | Changing From | Changing To |
|-----------|---------------------|---------------|-------------|
| 01 | Salaries | \$413,693 | \$343,693 |
| 02 | Purchase of Service | 94,779 | 109,779 |
| 04 | Capital Outlay | 0 | 4,500 |
| 06 | Emergency Repairs | 20,000 | 75,000 |

A motion to amend was offered by Mr. Thomas H. Hannigan, Jr. to add the following words:

On the second line add the words "formerly known as the Sewer Enterprise Fund," after the words "Wastewater Enterprise Fund Budget,"

Add the number "28" after the word "October",

Add the words "under Article 3," after the the words "Special Town Meeting",

Add the words "as follows" after the words "appropriating new amounts", and

Add the words "formerly known as the Sewer Enterprise Fund Retained Earnings;" at the end of the paragraph .

Mr. Thomas H. Hannigan, Jr., Chairman, advised that the Finance Committee recommends adoption of this proposal. He noted that there is a net increase of \$4500 in Capital Outlay.

Mr. Hannigan's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the vote to amend and supersede certain parts of the 1997 Wastewater Enterprise Fund Budget, formerly known as the Sewer Enterprise Fund, adopted under Article 23 of the 1996 Annual Town Meeting and amended at the October 28, 1996 Special Town Meeting under Article 3, by deleting the amounts of money appropriated under some line items and appropriating new amounts as follows; \$4,500 to be raised from the Wastewater Enterprise Fund Retained Earnings, formerly known as the Sewer Enterprise fund Retained Earnings;

| Line Item | Appropriation | Changing From | Changing To |
|-----------|---------------------|---------------|-------------|
| 901 | Salaries | \$413,693 | \$343,693 |
| 902 | Purchase of Service | 94,779 | 109,779 |
| 904 | Capital Outlay | 0 | 4,500 |
| 906 | Emergency Repairs | 20,000 | 75,000 |

ARTICLE 3: ACCEPT CHESTNUT STREET AS A PUBLIC TOWN WAY (STATE TURN-BACK PROGRAM)

To see if the Town will vote to accept as a public way of the Town of Needham, that portion of Chestnut Street from the beginning of the State Highway (Marsh Road) to the Needham/Dover town line, upon completion of construction improvements by the Massachusetts Highway Department; or take any other action relative thereto.

MOVED: that the Town vote to accept as a public way of the Town of Needham, that portion of Chestnut Street from the beginning of the State Highway (Marsh Road) to the Needham/Dover town line, upon completion of construction improvements by the Massachusetts Highway Department.

Mr. John H. Cogswell, Selectman, explained that this is the next step in a ten-year project and that the Board of Selectmen

urge support of this article.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 4: APPROPRIATE FOR RECYCLING EXPANSION

To see if the Town will vote to raise and appropriate the sum of \$475,000 for the recycling expansion at the Town Recycling and Transfer Station, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$475,000 for a period of up to 20 years under G. L. Chapter 44, Section 8; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$475,000 for the recycling expansion at the Town Recycling and Transfer Station, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$475,000 for a period of up to 20 years under G. L. Chapter 44, Section 8.

A motion to refer the subject matter of Article 4 back to the Board of Selectmen for further study and to report back at a later Town Meeting was offered by Mr. Paul Theodore Owens.

Mr. Owens, Selectman, explained that he has bad news about the disposal area. Town Meeting previously approved \$678,000 for this project and the low bid came in at \$1,153,000. The Board of Selectmen decided to prioritize the project and is asking that this article be referred back for further study. He explained that the landfill is comprised of three areas - the transfer station which is comprised of 15 acres, the landfill which is comprised of 43 acres, and the undeveloped parcel which is comprised of 12 acres. He noted the following objectives - the need to continue to operate the landfill, the need to allow for closure of the landfill, the need to expand recycling and transfer station capacity, and the need to increase recycling. The only piece that is time sensitive is the access road and the Board plans to go forward with that portion.

Ms. Andrea Jan Wizer questioned the hours of operations and suggested looking at curbside pick up.

Mr. Daniel P. Messing and Mr. Robert Y. Larsen questioned how the Board could be off \$475,000 in the bid.

Mr. Eugene S. McMorrow expressed concern with approving this project. He stated that the town started the access road two years ago and now it is going to cost \$475,000.

Mr. Richard B. Weitzen advised that this article should be discussed with Articles 50 and 51 and this indicated lack of planning. He indicated that there will be 10 - 12 trucks per hour coming into the disposal area as well as residents. Mr. Owens noted that the trucks and cars will enter at the same place, but then go in different directions.

Mr. Thomas H. Hannigan, Jr., Chairman, noted that the Finance Committee only just heard about the bid overrun. However, he advised that Town Meeting is not being asked to vote on anything tonight.

A motion to move the previous questions was offered by Mr. Foster S. Crook. The motion was presented and carried by voice vote.

The motion to refer was presented and carried by voice vote.

ARTICLE 5 was withdrawn by unanimous consent at the outset of this Special Town Meeting earlier this evening.

ARTICLE 6: APPROPRIATE FOR SCHOOL/TOWN DATA NETWORK

To see if the Town will vote to raise and appropriate the sum of \$62,000 to upgrade the School/Town computer network, to be spent under the direction of the School Committee and raised from the tax levy; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$62,000 to upgrade the School/Town computer network, to be spent under the direction of the School Committee and raised from the tax levy.

Mr. Paul Theodore Owens, Selectmen, advised that the purpose of this article is to upgrade the School/Town computer network.

Mr. Paul F. Denver, Chairman, School Committee, requested unanimous consent to allow Linda Conneely, Media Specialist and non-resident, to address Town Meeting and Paul Messias. The request was so granted. Ms. Conneely explained that this proposal is to upgrade the institutional loop connecting the schools, town hall, and the Chestnut Street Studio. She explained that this service is provided by Continental Cablevision and would cost several thousand dollars if the town went out to bid. Mr. Paul Messias explained that the equipment is approximately ten years old and needs to be upgraded.

Mr. John Hession, member, advised that this is one of the items considered a second time, funding will come from available cash resources, and the Finance Committee recommends adoption.

After a lengthy discussion, a motion to move the previous question was offered by Mrs. Michelle M. McQuillen. The motion was presented and carried unanimously by voice vote.

ACTION: The main motion was presented and carried unanimously by voice vote.

ARTICLE 7: APPROPRIATE FOR FIRE ALARM CABLE RUN

To see if the Town will vote to raise and appropriate the sum of \$28,000 for replacement of Fire Department Alarm Cabling, to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$28,000 for replacement of Fire Department Alarm Cabling, to be spent under the direction of the Board of Selectmen and raised from the tax levy.

Mr. Daniel P. Matthews, Chairman, Board of Selectmen, advised that this proposal will be funded from the Fiscal Year 1997 budget.

ACTION: The main motion was presented and carried unanimously by voice vote.

At 9:15 P.M. the following Resolution was offered by Mr. Daniel P. Matthews on behalf of the Board of Selectmen:

RESOLUTION

WHEREAS, Carl A. Whitman was a resident of Needham from 1951 to 1970; and

WHEREAS, Mr. Whitman was active in civic affairs and a Town Meeting Member for 12 consecutive years; and

WHEREAS, In addition to being a Town Meeting Member he served on the Building Committee, was President of the Needham Exchange Club and a director of the Needham Community Council;

NOW, THEREFORE, BE IT RESOLVED by this body that the 1997 Special Town Meeting be dissolved in honor of the many contributions of Carl A. Whitman to the Town of Needham.

ACTION: The Resolution was presented and carried unanimously by voice vote.

The Moderator called the Annual Town Meeting to order, declared a quorum to be present and requested the Town Clerk to so record.

Discussion commenced under Article 33 which had been postponed to a time certain, specifically after the Special Town Meeting called for this evening had either adjourned or been dissolved.

ARTICLE 33: APPROPRIATE FOR MITCHELL SCHOOL ROOF

To see if the Town will vote to raise and appropriate the sum of \$185,000 to replace the Mitchell School roof, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$185,000 for a period of up to 20 years, under G.L. Chapter 44, Section 7; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$185,000 to replace the Mitchell School roof, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$185,000 for a period of up to 20 years, under G.L. Chapter 44, Section 7.

A motion to amend was offered by Mr. Daniel P. Matthews to delete the amount of "\$185,000" in the first and fifth lines and insert in place thereof the amount of "\$210,000".

Mr. Matthews motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate the sum of \$210,000 to replace the Mitchell School roof, to be spent under the direction of the Permanent Public Building Committee, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$210,000 for a period of up to 20 years, under G.L. Chapter 44, Section 7.

Discussion commenced under Article 47 which had been postponed to a time certain, specifically to be the second item of business after the Special Town Meeting called for this evening had either adjourned or been dissolved.

ARTICLE 47: APPROPRIATE FOR WASTEWATER SYSTEM REHABILITATION DESIGN

To see if the Town will vote to raise and appropriate the sum of \$150,000 to rehabilitate certain portions of the wastewater system including design, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Selectmen, is authorized to borrow up to \$150,000 for a period of up to five years under G.L. Chapter 44, Section 7, and that the Treasurer, with the approval of the Selectmen, is authorized to borrow all or a portion of the amount from the Massachusetts Water Pollution Abatement Trust or otherwise; or take any other action relative thereto.

At this time, the second main motion under Article 47 was presented.

MOVED: That the Town vote to raise and appropriate the sum of \$150,000 for the purpose of financing the construction of and rehabilitation of certain portions of the wastewater system, including engineering design, and including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the General Laws; that to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$150,000 and issue bonds or notes therefor under Section 7 of Chapter 44 of the General Laws and/or Chapter 29C of the General Laws; that the Treasurer with the approval of the Board of Selectmen is authorized to borrow all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to Chapter 29C and in connection therewith to enter into a loan agreement and/or security agreement with the Trust and otherwise to contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; and that the Board of Selectmen is authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the project and to take any other action necessary to carry out the project.

ACTION: The second main motion was presented and carried unanimously by voice vote.

ARTICLE 48: APPROPRIATE FOR SEWER INSPECTION VEHICLE

To see if the Town will vote to raise and appropriate the sum of \$110,000 to purchase a sewer inspection truck for conducting internal investigations and preliminary engineering for the purpose of wastewater system rehabilitation, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$110,000 for a period of up to five years under G.L. Chapter 44, Section 7; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$110,000 to purchase a sewer inspection truck for conducting internal investigations and preliminary engineering for the purpose of wastewater system rehabilitation, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow up to \$110,000 for a period of up to five years under G.L. Chapter 44, Section 7.

A motion to amend was offered by Mr. John H. Cogswell as follows: that the main motion under Article 48 is amended be deleting the amount of "\$110,000", and inserting in its place the amount of "\$15,000" and deleting the words "and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$110,000 for a period of up to five years, under G.L. Chapter 44, Section 7." and replacing them with the following words, "said sum to be raised by transfer from the Wastewater Enterprise fund Retained Earnings, formerly known as the Sewer Enterprise Fund Retained Earnings."

Mr. John H. Cogswell, Selectman, addressed this proposal on behalf of the Board of Selectmen. He explained that Mr. James Courchaine, Sewer and Water Superintendent, had obtained a grant reducing the cost of this proposal by 90%.

Town Meeting Member Ms. Mary Jane Baker expressed her appreciation to the Department of Public Works for seeking other sources of funding.

Mr. Cogswell's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate the sum of \$15,000 to purchase a sewer inspection truck for conducting internal investigations and preliminary engineering for the purpose of wastewater system rehabilitation, to be spent under the direction of the Board of Selectmen, said sum to be raised by a transfer from the Wastewater Enterprise Fund Retained Earnings, formerly known as the Sewer Enterprise Fund Retained Earnings.

ARTICLE 49: APPROPRIATE FOR MOBILE WASTEWATER BY-PASS PUMP

To see if the Town will vote to raise and appropriate the sum of \$32,500 to purchase a mobile wastewater bypass pump, to be spent under the direction of the Board of Selectmen, and raised from wastewater receipts or transfer from the wastewater enterprise fund; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$32,500 to purchase a mobile wastewater bypass pump, to be spent under the direction of the Board of Selectmen, and raised from

wastewater receipts or transfer from the wastewater enterprise fund

A motion to amend was offered by Mr. John H. Cogswell as follows: that the main motion under Article 49 is amended by deleting the words "and raised from wastewater receipts or transfer from the wastewater enterprise fund" and replacing them with the following words, "said sum to be raised by a transfer from the Wastewater Enterprise Fund Retained Earnings, formerly known as the Sewer Enterprise Fund Retained Earnings."

Mr. John P. Ryan, member, advised that the Finance Committee recommends adoption of this article.

In response to an inquiry from Mr. Gary Uhl, Mr. Carl Valente advised that there is retained earning of \$19,000 in the Water Enterprise Fund and \$390,000 in the Wastewater Enterprise Fund.

Mr. Cogswell's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate the sum of \$32,500 to purchase a mobile wastewater bypass pump, to be spent under the direction of the Board of Selectmen, said sum to be raised by a transfer from the Wastewater Enterprise Fund Retained Earnings, formerly known as the Sewer Enterprise Fund Retained Earnings.

ARTICLE 50: APPROPRIATE FOR LANDFILL ENGINEERING/CLOSURE DESIGN

To see if the Town will vote to raise and appropriate the sum of \$222,000 for engineering services to comply with the Massachusetts Department of Environmental Protection requirements to close the sanitary landfill, said sum to be spent under the direction of the Board of Selectmen, and raised from the Landfill Reserve Account; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$222,000 for engineering services to comply with the Massachusetts Department of Environmental Protection requirements to close the sanitary landfill, said sum to be spent under the direction of the Board of Selectmen, and raised from the Landfill Reserve Account.

Mr. Paul Theodore Owens, Selectman, explained that this article relates to the 43 acre landfill section of the disposal area.

A motion to discuss Articles 50, 51, and 54 together, but vote on separately was offered by Mrs. Meg Hale. The motion was presented and carried unanimously by voice vote.

Mr. Owens advised that Article 50 deals with the design work necessary to comply with the Massachusetts Department of Environmental Protection requirements to close the sanitary landfill and Article 54 deals with the closure. He also explained that the Board of Selectmen is asking for authorization to bond the closure, but will not issue the bonds yet. He further noted that the total amount for the closure will be reduced by money retained in the dump account. The closure of the landfill will probably be placed on the ballot as a debt override.

Mr. Owens also explained that there will be a motion to refer Article 51 back to the Board of Selectmen in order to determine use for the back 43 acres.

Mr. Thomas H. Hannigan, Jr., Chairman, advised that the Finance Committee recommends adoption of Articles 50 and 54 and favorable action on the motion to refer under Article 51. He also stated that under Article 54, there may be 1 to 1½ million dollars in the Reserve Fund available toward the closure of the sanitary landfill.

In response to an inquiry from Mr. Gerald R. Browne concerning a review process so that additional funds not be spent, Mr. Owens advised that the Board of Selectmen has oversight over the closure and will review the progress with the Finance Committee.

A motion to amend under Article 50 was offered by Mr. Richard B. Weitzen to add after the word "Landfill," the following words "and redesign of the recycling and transfer station in conjunction therewith".

A motion to amend under Article 51 was offered by Mr. Richard B. Weitzen to add after the word "parcel," the following words "and redesign of the recycling and transfer station in conjunction therewith".

Mr. Weitzen expressed concern that there is inadequate planning for the entire area and that there is a need for adequate plans for re-use options. He urged the Board of Selectmen to utilize the money in the Landfill Reserve Account and vote for all three titles.

After a lengthy discussion, a motion to move the previous questions as to all motions on the floor was offered by Mr. Frederick Waldman. The motion was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by voice vote.

Mr. Weitzen's motion to amend under Article 50 was presented, but it failed to pass by voice vote.

ACTION: The main motion under Article 50 was presented and carried unanimously by voice vote.

ARTICLE 51: APPROPRIATE FOR LANDFILL REUSE ENGINEERING

To see if the Town will vote to raise and appropriate \$100,000 for engineering services for the reuse of the landfill and adjacent parcel, said sum to be spent under the direction of the Board of Selectmen and raised from the Landfill Reserve Account; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate \$100,000 for engineering services for the reuse of the landfill and adjacent parcel, said sum to be spent under the direction of the Board of Selectmen and raised from the Landfill Reserve Account.

A motion to refer the subject matter of Article 51 back to the Board of Selectmen for further study and to report back to a later Town Meeting was offered by Mr. Paul Theodore Owens.

Mr. Owens motion to refer was presented and passed by voice vote.

ARTICLE 54: APPROPRIATE FOR LANDFILL CLOSURE

To see if the Town will vote to raise and appropriate the sum of \$5,900,000 for the closure and capping of the sanitary landfill, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with approval of the Board of Selectmen, is authorized to borrow up to \$5,900,000 for a period of up to 25 years under G.L. Chapter 44, Section 8; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$5,900,000 for the closure and capping of the sanitary landfill, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with approval of the Board of Selectmen, is authorized to borrow up to \$5,900,000 for a period of up to 25 years under G.L. Chapter 44, Section 8.

ACTION: The main motion, which requires a two-thirds vote, was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by a count of hands. The hand count was Yes 171 - No 1.

At 11:10 P.M. Mr. Gilbert W. Cox, Jr. moved that the Annual Town Meeting stand adjourned to Monday, May 19, 1997 at 7:30 P.M. at the Newman Elementary School, and it was so voted unanimously.

Theodora K. Eaton, CMC/AAE,
Town Clerk

ADJOURNED ANNUAL TOWN MEETING

Monday, May 19, 1997

Pursuant to adjournment of the Annual Town Meeting held May 14, 1997, the Inhabitants of the Town of Needham qualified to vote in Town Affairs met in the Newman Elementary School on Monday, May 19, 1997, at 7:30 P.M.

Check lists were used and 226 voters were checked on the list as being present, including 210 Town Meeting Members.

At the designation of Rev. Mark A. Fowler, President of the Needham Clergy Association, Rev. Mark A. Fowler, Pastor, Carter Memorial United Methodist church, gave the invocation.

The Moderator declared a quorum to be present and requested the Town Clerk to so record.

ARTICLE 52: APPROPRIATE FOR DPW MATERIAL SCREENER

To see if the Town will vote to raise and appropriate the sum of \$128,000 to purchase a Material Screener, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$128,000 for a period of up to 5 years, under G.L. Chapter 44, Section 7; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of

\$128,000 to purchase a Material Screener, to be spent under the direction of the Board of Selectmen, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$128,000 for a period of up to 5 years, under G.L. Chapter 44, Section 7.

A motion to refer the subject matter of Article 52 back to the Board of Selectmen for further study and to report back to a future Town Meeting was offered by Mr. Paul Theodore Owens.

Mr. Paul Theodore Owens, Selectman, explained that the Board of Selectmen feel the need to look at leasing and purchase options with the Finance Committee. Mr. John P. Ryan, member, indicated that the Finance Committee also feels the need for further study on this proposal.

The motion to refer was presented and carried unanimously by voice vote.

ARTICLE 53: APPROPRIATE FOR TRANSFER TRAILER REPLACEMENT

To see if the Town will vote to raise and appropriate the sum of \$60,000 for the purchase of two solid waste transfer trailers, to be spent under the direction of the Board of Selectmen and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$60,000 for a period of up to 5 years, under G.L. Chapter 44, Section 7; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$60,000 for the purchase of two solid waste transfer trailers, to be spent under the direction of the Board of Selectmen and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$60,000 for a period of up to 5 years, under G.L. Chapter 44, Section 7.

A motion to amend was offered by Mr. William M. Powers to strike the amount of "\$60,000" in both line 2 and line 5 and insert in place thereof the amount of "\$25,000", to strike the word "two" and insert in place thereof the word "one", and to delete the letter "s" in the word "trailers" on the second line.

Mr. William M. Powers, Selectman, explained that the Board of Selectmen has reduced the number of trailers from two to one for a total cost of \$25,000.

Unanimous consent was given to allow Mr. Richard P. Merson, Director of Public Works and non-resident, to address Town Meeting.

In response to an inquiry from Mr. Richard D. Lempitski regarding the demolition of the transfer trailers, Mr. Merson explained that the transfer station was built in 1958 and at that time the style of operation was to load the trailers and then compact the material within the trailers which creates a great deal of wear and tear. The new tipping floor will allow the Town to compact first and then load the trailer.

After a brief discussion, Mr. Powers' motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate the sum of \$25,000 for the purchase of one solid waste transfer trailer, to be spent under the direction of the Board of Selectmen and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow up to \$25,000 for a period of up to 5 years, under G.L. Chapter 44, Section 7.

Article 54 was previously adopted on May 14, 1997.

ARTICLE 55: TRANSFER TOWN LAND TO CONSERVATION COMMISSION (GREENDALE AVENUE)

To see if the Town will transfer to the Conservation Commission that portion of the property between 906 and 926 Greendale Avenue, that is held by the Board of Selectmen for general municipal purposes and is shown as Lot C on the Assessors Map Number 15, containing 3.07 + or - acres.

Or take any other action relative thereto.

MOVED: That the Town vote to transfer to the Conservation Commission that portion of the property between 906 and 926 Greendale Avenue, that is held by the Board of Selectmen for general municipal purposes and is shown as Lot C on the Assessors Map Number 15, containing 3.07 + or - acres.

A motion to discuss Articles 55 and 56 together, but vote on separately was offered by Mr. John H. Cogswell. The motion was presented and carried unanimously by voice vote.

A motion to refer was offered by Mr. John H. Cogswell that the subject matter of Article 55 be referred to a study committee to be formed for the purposes of studying the subject matter of Articles 55 and 56 of this Annual Town Meeting, composed of the following members:

one appointed by the Board of Selectmen,
one appointed by the Park and Recreation Commission,
one appointed by the Planning Board,
one appointed by the Conservation Commission,
one appointed by the School Committee,
one representative of the Greendale Avenue neighborhood appointed by the Moderator, and
one representative of the James Avenue neighborhood appointed by the Moderator, said committee is to study the use and disposition of town owned land between 906 and 926 Greendale Avenue and town owned land abutting James Avenue and report to the next Annual Town Meeting or sooner.

Susan Bonaiuto, representative of the Greendale Avenue neighborhood, welcomed the creation of this study committee.

Mr. Michael T. Vaughn, Town Meeting Member, advised that it is essential to preserve open space and that this land has been used as a public park for many years. He suggested that this land be turned over to the Conservation Committee and supported the creation of a study committee under the motion to refer.

Mr. James G. Healy, member, advised that this motion is new tonight despite the fact that the Board of Selectmen was asked to come before the Finance Committee. He further advised that the Finance Committee was not told of the compilation of this committee. Mr. Healy indicated that there should be a Finance

committee appointee on the committee in order to have oversight on financial impact to the Town.

A motion to amend the motion to refer was offered by Mr. Gerald R. Browne to add to the body of the committee the following words "one appointed by the Finance Committee".

A motion to further amend the motion to refer was offered by Mr. Thomas H. Hannigan, Jr. to add the following additional line to the body of the committee "one appointed by the Moderator".

A motion to move the previous question as to all motions under Article 55 was offered by Mr. Frederick Waldman. The motion was presented and carried unanimously by voice vote.

Mr. Browne's motion to amend was presented and carried unanimously by voice vote.

Mr. Hannigan's motion to amend was presented and carried unanimously by voice vote.

Mr. Cogswell's motion to refer was presented and carried by voice vote.

MOVED: that the subject matter of Article 55 be referred to a study committee to be formed for the purposes of studying the subject matter of Articles 55 and 56 of this Annual Town Meeting, composed of the following members:

- one appointed by the Board of Selectmen,
- one appointed by the Park and Recreation Commission,
- one appointed by the Planning Board,
- one appointed by the Conservation Commission,
- one appointed by the School Committee,
- one appointed by the Finance Committee,
- one appointed by the Moderator,
- one representative of the Greendale Avenue neighborhood appointed by the Moderator, and
- one representative of the James Avenue neighborhood appointed by the Moderator, said committee is to study the use and disposition of town owned land between 906 and 926 Greendale Avenue and town owned land abutting James Avenue and report to the next Annual Town Meeting or sooner.

ARTICLE 56: TRANSFER TOWN LAND TO CONSERVATION COMMISSION (JAMES STREET)

To see if the Town will transfer to the Conservation Commission that portion of the property on James Avenue held by the Board of Selectmen for general municipal purposes, which is shown as a portion of Lot 1, containing 3.5 ± acres and Lot 3 containing 46,884 sq. ft., on Assessors Map Number 55.

take any other action relative thereto.

MOVED: That the Town vote to transfer to the Conservation Commission that portion of the property on James Avenue held by the Board of Selectmen for general municipal purposes, which is shown as a portion of Lot 1, containing 3.5 ± acres and Lot 3 containing 46,884 sq. ft., on Assessors Map Number 55.

The amended motion to refer under Article 55 was offered by Mr. Cogswell that the subject matter of Article 56 be referred to a study committee to be formed for the purposes of studying the

subject matter of Articles 55 and 56 of this Annual Town Meeting, composed of the following members:

- one appointed by the Board of Selectmen,
- one appointed by the Park and Recreation Commission,
- one appointed by the Planning Board,
- one appointed by the Conservation Commission,
- one appointed by the School Committee,
- one appointed by the Finance Committee,
- one appointed by the Moderator,
- one representative of the Greendale Avenue neighborhood appointed by the Moderator, and
- one representative of the James Avenue neighborhood appointed by the Moderator, said committee is to study the use and disposition of town owned land between 906 and 926 Greendale Avenue and town owned land abutting James Avenue and report to the next Annual Town Meeting or sooner.

Mr. Cogswell's motion to refer was presented and carried unanimously by voice vote.

ARTICLE 57: AUTHORIZE THE SALE OF TOWN LAND - CHESTNUT STREET

To see if the Town will vote to authorize the Board of Selectmen to transfer to the Board of Selectmen, for the purpose of conveyance or sale, land located on Chestnut Street, that is a portion of a lot of land shown as Lot 58 on Assessors Map Numbered 47, that was acquired by purchase for municipal off street parking purposes by authority of the vote of the 1950 Annual Town Meeting under Article 68, and authorize the Board of Selectmen to convey the land upon such terms and conditions as it deems appropriate and proper; or take any other action relative thereto.

MOVED: That the Town vote to authorize the Board of Selectmen to transfer to the Board of Selectmen, for the purpose of conveyance or sale, land located on Chestnut Street, that is a portion of a lot of land shown as Lot 58 on Assessors Map Numbered 47, that was acquired by purchase for municipal off street parking purposes by authority of the vote of the 1950 Annual Town Meeting under Article 68, and authorize the Board of Selectmen to convey the land upon such terms and conditions as it deems appropriate and proper.

A motion to amend was offered by Mr. John H. Cogswell by striking out the words at the end of the motion, "it deems appropriate and proper." and adding in their place the following words, "the Town Meeting Members authorize at a future town meeting."

Mr. Cogswell, Selectman, explained that this article would allow the Board of Selectmen to go out for a Request For Proposal in order to increase a small amount of needed parking space. Ultimately, the board would have to come back to Town Meeting for approval of a purchase and sale agreement. The estimated cost is \$220,000.

Mr. James G. Healy, member, first advised that the Finance Committee recommends adoption of this article. He did, however, advise Town Meeting of several issues. He questioned whether or not the Town needed additional parking and will the town be able to achieve a net zero for the swap of the two parcels? The lot to be purchased is appraised at \$150,000 while the lot to be sold is appraised at \$108,000. The second major issue is the cost of demolition and construction costs. The original estimate of \$90,000

- \$95,000 is now \$220,000. Mr. Healy advised that this is one more capital plan and the Town will only see 35 new parking spaces. In addition he also noted that the town will not own all of the parking lot. The space behind CVS, the Jacobs lot, and perhaps part of Lot 61 are all privately owned and there will be some reserved spots.

In response to an inquiry from Ms. Joanne Aliber, Mr. Cogswell advised that the parking fees were recently raised from \$25 to \$50 per sticker and that the privately owned parking spaces can be used by the public if refurbished by the Town.

Mr. Paul Killeen, Chairman, advised that the Planning Board unanimously supports this article. He further advised that anything the Town can do to increase shopping in the downtown area it worth it.

A motion to move the previous question was offered by Mr. John F. Milligan. The motion was presented and carried unanimously by voice vote.

Mr. Cogswell's motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented, but the Moderator was in doubt as to the voice vote. The Moderator announced that Town Meeting Members should move within the first 10 rows in order to be counted. The motion was again presented and carried by the required two-thirds vote. The hand count was Yes 188 - No 7.

VOTED: That the Town vote to authorize the Board of Selectmen to transfer to the Board of Selectmen, for the purpose of conveyance or sale, land located on Chestnut Street, that is a portion of a lot of land shown as Lot 58 on Assessors Map Numbered 47, that was acquired by purchase for municipal off street parking purposes by authority of the vote of the 1950 Annual Town Meeting under Article 68, and authorize the Board of Selectmen to convey the land upon such terms and conditions as the Town Meeting Members authorize at a future town meeting.

ARTICLE 58: APPROPRIATE FOR LAND ACQUISITION

To see if the Town will vote to authorize the Board of Selectmen, on behalf of the town, to acquire by purchase for off street parking purposes all or part of a certain parcel of land, known as 25 Chestnut Road, consisting of approximately 5,156 sq. ft. of land and shown as Lot 61A on Assessors Map Numbered 47, raise and appropriate the sum of \$100,000 for said purpose and determine how said sum shall be raised; or take any other action relative thereto.

MOVED: That the Town vote to authorize the Board of Selectmen, on behalf of the town, to acquire by purchase for off street parking purposes all or part of a certain parcel of land, known as 25 Chestnut Road, consisting of approximately 5,156 sq. ft. of land and shown as Lot 61A on Assessors Map Numbered 47, raise and appropriate the sum of \$100,000 for said purpose and determine how said sum shall be raised.

A motion to refer the subject matter of Article 58 to the Board of Selectmen, there to be studied and a report made to the next Annual Town Meeting or sooner was offered by Mr. John H. Cogswell.

The motion to refer was presented and carried unanimously by voice vote.

ARTICLE 59 APPROPRIATE FOR ROSEMARY POOL FACILITIES INVESTIGATION

To see if the Town will vote to raise and appropriate the sum of \$30,000 for engineering services for the Rosemary Pool and Bathhouse, to be spent under the direction of the Park and Recreation Commission and raised from the tax levy; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$30,000 for engineering services for the Rosemary Pool and Bathhouse, to be spent under the direction of the Park and Recreation Commission and raised from the tax levy.

Mr. John D. Marr, Jr., Selectman, addressed this proposal on behalf of the Board of Selectmen. He explained that Rosemary Pool had been built 25 years ago in 1972 for \$270,000 with matching funds. He urged support of this article.

Mr. Philip V. Robey, Chairman, address this proposal on behalf of the Park and Recreation Commission. He advised that the pool was first used as a swimming facility in 1943 and that this article proposes a study this year for Rosemary Pool. He further explained that pool revenue in Calendar Year 1996 = \$120,000 which was turned into the General Fund. He urged support of this article.

Mr. James G. Healy, member, advised that the Finance Committee recommends adoption of this article.

ACTION: The main motion was presented and carried unanimously by voice vote.

Article 60 was previously withdrawn on May 5, 1997.

ARTICLE 61: APPROPRIATE FOR COMPREHENSIVE FACILITY STUDY

To see if the Town will vote to raise and appropriate the sum of \$50,000 for a comprehensive facility study of all Town buildings, to be spent under the direction of the Board of Selectmen and raised from the tax levy; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$50,000 for a comprehensive facility study of all Town buildings, to be spent under the direction of the Board of Selectmen and raised from the tax levy.

A motion to refer the subject matter of Article 61 to the Board of Selectmen, there to be studied and a report to be made to the Board of Selectmen at the next Annual Town Meeting or sooner was offered by Mr. Paul Theodore Owens. He explained that the Board of Selectmen felt it was appropriate to have a facility study done of all town buildings, but with all the capital expenditure items on the warrant this year, the board decided to return with the proposal at a later date.

Mr. John P. Ryan, member, advised that the Finance Committee supports the motion to refer and return at a later date.

with realistic and determinable costs.

Supporting the motion to refer was Helen D. Jursek, Chairman of the Community Center Study Committee, and Karl H. Clauset, Jr., member of the School Committee and its Capital Planning Advisory Committee.

A motion to move the previous question was offered by Mr. Eugene S. McMorrow. The motion was presented and carried unanimously by voice vote.

Mr. Owens' motion to refer was presented and carried unanimously by voice vote.

Articles 62 and 63 were previously withdrawn on May 5, 1997.

ARTICLE 64: APPROPRIATE FOR COMMUNITY SEPTIC MANAGEMENT PROGRAM

To see if the Town will vote to raise and appropriate \$200,000 for the purpose of financing the following water pollution abatement facility projects: repair, replacement and/or upgrade of septic systems, pursuant to agreements with the Board of Health and residential property owners, including without limitation all costs thereof as defined in G.L. Chapter 29C, Section 1, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow all or a portion of the amount from the Water Pollution Abatement Trust or otherwise; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate \$200,000 for the purpose of financing the following water pollution abatement facility projects: repair, replacement and/or upgrade of septic systems, pursuant to agreements with the Board of Health and residential property owners, including without limitation all costs thereof as defined in G.L. Chapter 29C, Section 1, and to meet this appropriation the Treasurer, with the approval of the Board of Selectmen is authorized to borrow all or a portion of the amount from the Water Pollution Abatement Trust or otherwise.

The Moderator announced that the proponents of Article 64 will ask for a negative vote on the main motion and then submit the second main motion.

ACTION: The main motion was presented, but it failed to pass by voice vote.

MOVED: That the Town vote to raise and appropriate the sum of \$200,000 for the purpose of financing the following water pollution abatement facility projects: repair, replacement and/or upgrade of septic systems, pursuant to agreements between the Board of Health and residential property owners, including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the General Laws; and to meet this appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$200,000 and issue bonds or notes therefor under G. L. c. 111, s. 127B and/or Chapter 29C of the General Laws; that project and financing costs shall be paid by the property owners, in accordance with those agreements, and that such bonds or notes shall be general obligations of the Town; that the Treasurer with the approval of the Board of Selectmen is authorized to borrow all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to Chapter 29C and in connection therewith to enter into

a loan agreement and/or security agreement with the Trust and otherwise contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the projects or for the financing thereof, and that the Board of Selectmen is authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the projects and to take any other action necessary to carry out the projects.

Mr. John H. Cogswell, Selectmen, explained that failed systems cause problems for both the residents and the Town. He advised that this is a good plan for the town with little risk because it is managed through betterment assessments.

Mr. Edward V. Cosgrove, Chairman, Board of Health, explained that the town must comply with Title 5 and that there are 788 septic systems in the Town of Needham.

Mr. John P. Ryan, member, indicated that the Finance Committee recommends adoption of this proposal.

ACTION: The second main motion, which requires a two-thirds vote, was presented and carried unanimously by voice vote.

ARTICLE 65: APPROPRIATE FOR NEW DEBT SERVICE

To see if the Town will vote to raise and appropriate the sum of \$10,000 from the tax levy for the payment of interest on debt in fiscal year 1998 for capital projects approved at the 1997 Annual Town Meeting; or take any other action relative thereto.

MOVED: That the Town vote to raise and appropriate the sum of \$10,000 from the tax levy for the payment of interest on debt in fiscal year 1998 for capital projects approved at the 1997 Annual Town Meeting.

A motion to amend to strike the amount of "\$10,000" and insert in place thereof the amount of "\$11,688" was offered by Mr. Thomas H. Hannigan, Jr.

The motion to amend was presented and carried unanimously by voice vote.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town vote to raise and appropriate the sum of \$11,688 from the tax levy for the payment of interest on debt in fiscal year 1998 for capital projects approved at the 1997 Annual Town Meeting.

ARTICLE 66: AMEND GENERAL BY-LAW SECTION 2.7 (PERMANENT PUBLIC BUILDING COMMITTEE)

To see if the Town will vote to amend its General By-laws by deleting the last paragraph of Section 2.7.2.2 in its entirety and replacing it with the following:

"Terms expire on December 31, of each year. A member may hold his or her seat after his or her term expires until a successor is qualified. If a member vacates his or her

seat before the expiration of his or her term, the Appointing Authority shall appoint a replacement to complete the unexpired term."

or take any other action relative thereto.

MOVED: That the Town vote to amend its General By-laws by deleting the last paragraph of Section 2.7.2.2 in its entirety and replacing it with the following:

"Terms expire on December 31, of each year. A member may hold his or her seat after his or her term expires until a successor is qualified. If a member vacates his or her seat before the expiration of his or her term, the Appointing Authority shall appoint a replacement to complete the unexpired term."

Mr. Steven Rosenstock, member, advised that the expiration date is being changed to December 31 so that members of the Permanent Public Building Committee can remain until the completion of existing projects.

ACTION: The main motion was presented and carried unanimously by voice vote.

Articles 67 and 68 were unanimously adopted on May 5, 1997.

ARTICLE 69: RESOLUTION ON SCHOOL FINANCE

To see if the Town will vote to adopt the following resolution:

RESOLVED: That it is the sense of the Town that the current method of funding public education in the Commonwealth of Massachusetts is fundamentally inconsistent with the goal of equal access to adequate education by all children; furthermore, that the predominant use of local property taxation to fund public education in the Commonwealth of Massachusetts is constrained by certain provisions of Proposition 2 1/2, and does not correspond with the ability of local citizens to pay for the cost of this essential municipal service.

IT IS FURTHER RESOLVED: That the following facts pertaining to the provision and funding of public education in the Commonwealth of Massachusetts should guide the development of future policy and legislation in this area:

- The costs of state-mandated programs for both regular and special education provided by local school systems in the Commonwealth of Massachusetts substantially exceed the state financial aid provided to pay for such programs.
- State mandated programs in local school systems have severely limited local discretion over school spending;
- The present formulas used to allocate state aid to cities and towns in support of local public schools do not adequately equalize educational opportunities for all of the state's school children;
- The provision and funding of public school education in the Commonwealth of Massachusetts is a matter of statewide public and fiscal policy.

In consequence of the above, and recognizing that any changes to statewide educational or fiscal policy must, of necessity, require state

legislative action, we therefore recommend the following:

1. That the Board of Selectmen and School Committee undertake to build a broad statewide coalition of local officials who share the policy goals of shifting school funding away from property taxation to alternative forms of taxation, and of achieving full funding of state educational mandates from state general revenues; and to work closely with all relevant state associations, citizens' groups and other organizations to establish this coalition in 1997.

2. That the Board of Selectmen, School committee, and elected state legislators from the Town of Needham call upon the Governor and other state officials to make their appointments to the Special Commission on Alternatives to Local Property Taxes as the Primary Source of Public Education Funding, as required by the Acts of 1996, c.151, s. 680.

Or take any other action relative thereto.

MOVED: That the Town vote to adopt the following resolution:

RESOLVED: That it is the sense of the Town that the current method of funding public education in the Commonwealth of Massachusetts is fundamentally inconsistent with the goal of equal access to adequate education by all children; furthermore, that the predominant use of local property taxation to fund public education in the Commonwealth of Massachusetts is constrained by certain provisions of Proposition 2 1/2, and does not correspond with the ability of local citizens to pay for the cost of this essential municipal service.

IT IS FURTHER RESOLVED: That the following facts pertaining to the provision and funding of public education in the Commonwealth of Massachusetts should guide the development of future policy and legislation in this area:

- The costs of state-mandated programs for both regular and special education provided by local school systems in the Commonwealth of Massachusetts substantially exceed the state financial aid provided to pay for such programs.
- State mandated programs in local school systems have severely limited local discretion over school spending;
- The present formulas used to allocate state aid to cities and towns in support of local public schools do not adequately equalize educational opportunities for all of the state's school children;
- The provision and funding of public school education in the Commonwealth of Massachusetts is a matter of statewide public and fiscal policy.

In consequence of the above, and recognizing that any changes to statewide educational or fiscal policy must, of necessity, require state legislative action, we therefore recommend the following:

1. That the Board of Selectmen and School Committee undertake to build a broad statewide coalition of local officials who share the policy goals of shifting school funding away from property taxation to alternative forms of taxation, and of achieving full funding of state educational mandates from state general revenues; and to work closely with all relevant state associations, citizens' groups and other organizations to establish this coalition in 1997.

2. That the Board of Selectmen, School committee, and elected state legislators from the Town of Needham call upon the Governor and other state officials to make their appointments to the Special

ommission on Alternatives to Local Property Taxes as the Primary
source of Public Education Funding, as required by the Acts of 1996,
151, s. 680.

A motion to amend was offered by Mr. James Hugh Powers
at the main motion offered under Article 69 be amended by
striking out the last paragraph thereof, numbered "2", and by
inserting in place thereof the following paragraph:

"2. That the Board of Selectmen, the School Committee,
and the State Legislators representing Needham in the
General Court, call upon His Excellency the Governor and
the members of the General Court to provide an adequate
appropriation to the Special Commission established by
Acts of 1996, c. 151, s. 680, to study alternatives to the
local property tax as the primary source of public education
funding in the Commonwealth, to the end that said
Special Commission may complete its study which is so
important to the taxpayers and the public school system of
this State."

Mr. James Hugh Powers, Chairman, addressed this
proposal and amendment on behalf of the Special Committee on
School Finance. He noted that there is an awful problem funding the
schools and that the schools need to unite and urge people to become
involved. The problem with the funding system is that the State
funds approximately 35%, the Town funds approximately 61%, and
the Federal Government funds approximately 4%. The State Aid
formula is arbitrary and capricious. Approximately 91% of school
funding comes from the Needham taxpayers. This is a system whose
time to go has come! Mr. Powers explained that the intent of this
resolution is to urge the Board of Selectmen and the School
Committee to start building public consensus and go after this law on
Beacon Hill.

Mr. Daniel P. Matthews, Chairman, advised that the Board
of Selectmen support the Resolution and amendment. He noted that
the political leadership is not much different from other states. The
problem is that there is no consensus. Once there is a consensus, the
state will move forward.

Mr. Paul F. Denver, Chairman, also supported this
resolution on behalf of the School Committee. He explained that
the Needham Public School budget is comprised of 22% mandated
expenses, 4% fee-based programs, 2% curriculum initiatives, and 72%
general programs. This State controls a large part of the school
budget. The State provides 8% of the school revenue and imposes
9% mandated expenses. In addition the Federal Government
provides 1% of the school revenue, fee-based programs provide 4%,
and property taxes provide 87%. Mr. Denver stated that
Massachusetts provides the lowest amount of money for Special
Education and that it is a disgrace. He urged towns with similar
situations to form a suburban coalition and to form a task force to
make decisions about where this town wants to put its efforts. He
indicated that this situation will not change overnight.

A motion to move the previous question on all motions
under Article 69 was offered by Mr. John F. Milligan. The motion
was presented and carried unanimously by voice vote.

The motion to amend was presented and carried
unanimously by voice vote.

NOTICE: The main motion, as amended, was presented and carried
unanimously by voice vote.

VOTED: That the Town vote to adopt the following resolution:

RESOLVED: That it is the sense of the Town that the current
method of funding public education in the Commonwealth of
Massachusetts is fundamentally inconsistent with the goal of equal
access to adequate education by all children; furthermore, that the
predominant use of local property taxation to fund public education
in the Commonwealth of Massachusetts is constrained by certain
provisions of Proposition 2 1/2, and does not correspond with the
ability of local citizens to pay for the cost of this essential municipal
service.

IT IS FURTHER RESOLVED: That the following facts pertaining
to the provision and funding of public education in the
Commonwealth of Massachusetts should guide the development of
future policy and legislation in this area:

- The costs of state-mandated programs for both regular and
special education provided by local school systems in the
Commonwealth of Massachusetts substantially exceed the
state financial aid provided to pay for such programs.
- State mandated programs in local school systems have
severely limited local discretion over school spending;
- The present formulas used to allocate state aid to cities
and towns in support of local public schools do not
adequately equalize educational opportunities for all of the
state's school children;
- The provision and funding of public school education in
the Commonwealth of Massachusetts is a matter of
statewide public and fiscal policy.

In consequence of the above, and recognizing that any changes to
statewide educational or fiscal policy must, of necessity, require state
legislative action, we therefore recommend the following:

1. That the Board of Selectmen and School Committee undertake to
build a broad statewide coalition of local officials who share the
policy goals of shifting school funding away from property taxation
to alternative forms of taxation, and of achieving full funding of state
educational mandates from state general revenues; and to work
closely with all relevant state associations, citizens' groups and other
organizations to establish this coalition in 1997.
2. That the Board of Selectmen, the School Committee, and the
State Legislators representing Needham in the General Court, call
upon His Excellency the Governor and the members of the General
Court to provide an adequate appropriation to the Special
Commission established by Acts of 1996, c. 151, s. 680, to study
alternatives to the local property tax as the primary source of public
education funding in the Commonwealth, to the end that said
Special Commission may complete its study which is so important to
the taxpayers and the public school system of this State.

ARTICLE 70: CONTINUE COMMITTEE TO STUDY
TOWN'S ASSESSING FUNCTION

To see if the Town will vote to continue the Committee
studying the Town's assessing function established by vote of the
February 5, 1996 Special Town Meeting under Article 4; direct and
authorize said Committee to continue to investigate the Town's
assessing functions; said study committee shall report back to the
next Annual Town Meeting or sooner; or take any other action
relative thereto.

MOVED: That the Town will vote to continue the Committee studying the Town's assessing function established by vote of the February 5, 1996 Special Town Meeting under Article 4; direct and authorize said Committee to continue to investigate the Town's assessing functions; said study committee shall report back to the next Annual Town Meeting or sooner.

Mr. James W. Bucking, Chairman, advised that the Committee To Study Town's Assessing Function has met with people from both within and outside the Town of Needham as well as the Department of Revenue. In addition the Committee has reviewed a large amount of documentation and have held an open meeting. The Committee has divided the Assessor's Department into several categories including the Overlay Account, customer service, technology, staffing, organization, and evaluation methodology.

A motion to amend was offered by Mr. Russell S. Broad, Jr. by inserting in the last line after the words "Annual Town Meeting" the words "with its finished report available to all Town Meeting Members two weeks prior to the Meeting".

Mr. Broad's motion to amend was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by a count of hands. The hand count was Yes 122 - No 37.

ACTION: The main motion, as amended, was presented and carried unanimously by voice vote.

VOTED: That the Town will vote to continue the Committee studying the Town's assessing function established by vote of the February 5, 1996 Special Town Meeting under Article 4; direct and authorize said Committee to continue to investigate the Town's assessing functions; said study committee shall report back to the next Annual Town Meeting with its finished report available to all Town Meeting Members two weeks prior to the Meeting or sooner.

ARTICLE 71: CREATE A NEEDHAM GOVERNMENTAL REVIEW STUDY COMMITTEE

That a Needham Governmental Review Study Committee shall be formed. Charge: To study the structure and management of Town government, for the purpose of determining whether changes should be recommended to a subsequent Town Meeting — keeping in mind that the economic and social well-being of Needham depend upon an efficient and economical operational structure staffed by competent people, with clearly defined lines of authority and function.

The Study Committee shall consist of nine Needham citizens, appointed as follow:

- * three members appointed by the Moderator, one of whom shall have expertise in municipal finance, and two of whom shall possess managerial experience in the private sector;
- * three members appointed by the Board of Selectmen, one of whom shall be a present or former member of the Board of Selectmen, and two of whom shall be members of organized civic associations;
- * one member appointed by the Personnel Board who shall be a present or former member of the Board;
- * one member appointed by the School Committee who shall be a present or former member of said committee;
- * one member appointed by the Finance Committee who

shall be a present or former member of said committee.

Or take any other action relative thereto.

MOVED: That a Needham Governmental Review Study Committee shall be formed. Charge: To study the structure and management of Town government, for the purpose of determining whether changes should be recommended to a subsequent Town Meeting — keeping in mind that the economic and social well-being of Needham depend upon an efficient and economical operational structure staffed by competent people, with clearly defined lines of authority and function.

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- * three members appointed by the Board of Selectmen, one of whom shall be a present or former member of the Board of Selectmen, and two of whom shall be members of organized civic associations;
- * one member appointed by the Personnel Board who shall be a present or former member of the Board;
- * one member appointed by the School Committee who shall be a present or former member of said committee;
- * one member appointed by the Finance Committee who shall be a present or former member of said committee.

Mr. William M. Powers addressed Town Meeting as a Town Meeting Member At Large and not a Selectman. He suggested that Needham is not a local government in crisis, but it is always a good idea to have a look beyond.

A motion to amend was offered by Mr. William M. Powers to add the following words: "The Committee shall report back to the next Annual Town Meeting or sooner."

Mr. Thomas H. Hannigan, Jr., Chairman, advised that the Finance Committee voted not to recommend adoption of this article. He indicated that there would probably be a consultant and a cost involved. The Committee to Study Town's Assessing Function has already taken over a year to review and is not completed. This proposed committee has no focus and portends to study all areas of town government. If there are areas to study, then those areas should be identified before Town Meeting. This proposal was voted down last year and should be voted down this year.

Mr. William H. Miles, member of the Personnel Board, urged adoption of this article. He indicated that a fresh pair of eyes always see new things. He further suggested that "if it 'ain't' broke, look for further ways to make it work better".

In response to an inquiry from Mr. John E. Comando, Mr. Hannigan advised that the proponents for this committee indicate that there will probably be a cost involved.

A motion to amend the makeup of the Committee was offered by Mr. John E. Comando to add after the words "appointed by the Moderator" the words "all of whom shall be Town Meeting Members, but not members of the Personnel Board, the School Committee or the Finance Committee.", and to strike the words "members of organized civic associations" and add in place thereof

the words "town residents, but not members of the Personnel Board, the Finance Committee or the School Committee;"

A motion to move the previous questions on all motions on the floor was offered by Mr. Frederick Waldman. The motion was presented, but the Moderator was in doubt as to the voice vote. The motion, which requires a two-thirds vote, was again presented and carried by a count of hands. The hand count was Yes 119 - No 54.

Mr. Comando's motion to amend was presented, but it failed to pass by voice vote.

Mr. Powers motion to amend was presented and carried by voice vote.

ACTION: The main motion, as amended, was presented, but the Moderator was in doubt as to the voice vote. The motion was again presented and carried by a count of hands. The hand count was Yes 12 - No 58

NOTED: That a Needham Governmental Review Study Committee shall be formed. Charge: To study the structure and management of town government, for the purpose of determining whether changes could be recommended to a subsequent Town Meeting — keeping in mind that the economic and social well-being of Needham depend upon an efficient and economical operational structure staffed by competent people, with clearly defined lines of authority and function.

The Study Committee shall consist of nine Needham citizens, appointed as follow:

- * three members appointed by the Moderator, one of whom shall have expertise in municipal finance, and two of whom shall possess managerial experience in the private sector;
- * three members appointed by the Board of Selectmen, one of whom shall be a present or former member of the of the Board of Selectmen, and two of whom shall be members of organized civic associations;
- * one member appointed by the Personnel Board who shall be a present or former member of the Board;
- * one member appointed by the School Committee who shall be a present or former member of said committee;
- * one member appointed by the Finance Committee who shall be a present or former member of said committee.

The Committee shall report back to the next Annual Town Meeting or sooner.

ARTICLE 72: CONTINUE COMMUNITY CENTER STUDY COMMITTEE

To see if the Town will continue the Community Center Study Committee established by vote of the 1994 Annual Town Meeting under Article 59, to direct and authorize said Committee study the options for providing a community facility that may meet the current and future needs for youth, recreation, cultural and senior programs; said Committee shall report back to the next Annual Town Meeting or sooner; or take any other action relative thereto.

MOVED: That the Town continue the Community Center Study Committee established by vote of the 1994 Annual Town Meeting under Article 59, to direct and authorize said Committee to study the options for providing a community facility that may meet the

current and future needs for youth, recreation, cultural and senior programs; said Committee shall report back to the next Annual Town Meeting or sooner.

ACTION: The main motion was presented and carried by voice vote.

Articles 73, 74, and 75 were adopted unanimously on May 5, 1997.

MOVED: Under Article 76, the following Proclamation was offered by Mrs. Roma Jean Brown:

PROCLAMATION

WHEREAS: The Needham Council on Aging was created by Town Meeting in 1957;

WHEREAS: Forty years have passed since its creation;

WHEREAS: The Needham Council on Aging has been providing innovative, creative and crucial services and programs for Needham elders and their families for all of these years;

NOW THEREFORE, IT IS HEREBY PROCLAIMED that the 40th anniversary of the Needham Council on Aging be duly acknowledged.

ACTION: The Proclamation was presented and carried unanimously by voice vote.

At this time, the Moderator recognized Maureen P. Corcoran and John P. Hession, Finance Committee members whose terms are expiring. He also thanked Chairman Thomas H. Hannigan, Jr. and his committee for a job well done.

The Moderator noted that it is clear this body would like material available prior to discussion at Town Meeting. He then sought unanimous consent to adopt the following procedure: The proponents and opponents are to make sure material is available one week before the start of Town Meeting either by mail or pick up at Town Meeting. Hearing no objection, the procedure was adopted by unanimous consent.

MOVED: Under Article 76 the following Resolution was offered by Mr. Daniel P. Matthews:

RESOLUTION

WHEREAS: Thomas F. Turner was a veteran of World War II, the Korean conflict and a life-long resident of the Town of Needham; and

WHEREAS: Thomas F. Turner was a gentleman of great dignity and character, proud of his family, his community, and of his accomplishments at the Newman School, which included custodial and related assistance to Town Meeting; and

WHEREAS: Thomas F. Turner served the Town as a member of the School Department custodial staff for over

thirty years. His interest in young people and their education extended well beyond his duties. He was part of an educational team, in the fullest sense; and

WHEREAS: Thomas F. Turner's involvement in school life showed itself in many different ways. He took pride in maintaining the Newman School athletic fields at the highest possible level. He also developed the scenic garden area in the center of the circular driveway.

NOW, THEREFORE, BE IT RESOLVED by this body that this Annual Town Meeting be dissolved in honor of the many years of dedication by Thomas F. Turner to the Newman School and the Town of Needham.

ACTION: The Resolution was presented and carried unanimously by voice vote.

MOVED: Under Article 76 the following Resolution was offered by Mr. Daniel P. Matthews:

WHEREAS: Dexter H. Marsh, Jr., was a resident of Needham since 1960; and

WHEREAS: Dexter H. Marsh, Jr., was an exemplary citizen who served the Town as a longstanding Town Meeting Member, first elected in 1970; and

WHEREAS: In addition to his involvement with the Town Meeting, Dexter H. Marsh, Jr. was a member of the Needham Housing Authority of which he served as chairman from 1972 - 1977; and

WHEREAS: Dexter H. Marsh, Jr. operated D. H. Marsh Real Estate in Needham and was a valuable source of knowledge on town development;

NOW, THEREFORE, BE IT RESOLVED by this body that the 1997 Annual Town Meeting be dissolved in honor of the many civic contributions of Dexter H. Marsh, Jr. to the Town of Needham.

ACTION: The Resolution was presented and carried unanimously by voice vote.

At 11:15 P.M. Mr. Daniel P. Matthews moved that the Annual Town Meeting be dissolved, and it was so voted unanimously.

Theodora K. Eaton, CMC/AEE,
Town Clerk

a true copy
ATTEST:

1997

Annual Town Report



NEEDHAM, MASSACHUSETTS

RETIREMENTS:

| Name | Department | Years of Service |
|--------------------|-------------------|------------------|
| Charles Barton | Public Works | 26 |
| Vincent Boris | Town Hall | 14 |
| Mildred Chudzik | Glover Hospital | 19 |
| Patricia Foppiano | Glover Hospital | 13 |
| Joseph Froia | Public Works | 34 |
| Joan Goldschmidt | School Department | 16 |
| Lynwood Hamilton | Police Department | 36 |
| Marjorie Higgins | Glover Hospital | 15 |
| Florence Kohler | School Department | 31 |
| Raymond Kordas | Town Hall | 12 |
| Vincent Nigro | Public Works | 31 |
| Joanne Reissfelder | Glover Hospital | 12 |
| Ruth Ruiter | Glover Hospital | 16 |
| Cocstance Smith | Glover Hospital | 13 |
| Thomas Thornton | School Department | 26 |
| MaryElla Wolf | School Department | 10 |

IN MEMORIAM...

| | | |
|----------------------|-------------------|----|
| John Allen | Town Hall | 11 |
| James Bowmar | Fire Department | 17 |
| Dorothy Carloni | School Department | 30 |
| Raymond Cleland | Public Works | 35 |
| James Dickens | Public Works | 28 |
| Eleanor Gardiner | Town Hall | 16 |
| Margaret Gardner | School Department | 10 |
| Anastasia Grogan | School Department | 15 |
| Esther Herskind | Glover Hospital | 7 |
| Helen Hunt | School Department | 16 |
| Edythe MacKinnon | Town Hall | 17 |
| Joseph Malloch | Public Works | 37 |
| Dagny Mathisen | School Department | 12 |
| Clarice Muirhead | Town Hall | 20 |
| R. Elizabeth Needham | Glover Hospital | 16 |
| Robert Poor | School Department | 3 |
| Kenneth Nelson | School Department | 10 |
| Joseph Sherman | Public Works | 31 |
| Thomas Turner | School Department | 29 |
| Alice Wagenfeld | Glover Hospital | 19 |

| | |
|-----------------------------|--------------------------------------|
| Town Report Committee | Jane A. Howard and Carl F. Valente |
| Photographer | David Rains |
| Cover Art and Design | Robert Y. Larsen and Seymour B. Levy |

Appreciation is extended to local artists Robert Y. Larsen and Seymour B. Levy for the artwork for and design of the cover and Camilla Broderick for her work on the Yellow Pages. The Town Report Committee thanks Polly Attridge and Henry Hicks of the Needham Historical Society and Ann MacFate, Director of the Needham Public Library, for their help compiling information on the Giant Swiss Pansy. Appreciation is also extended to Town Clerk Theodora K. Eaton and her staff and the department heads and committee chairs for their assistance with the compilation of lists in the Reference Section.

THE GIANT SWISS PANSY



Pansy Festival, Needham

The Giant Swiss Pansy, developed by Denys Zirngiebel, is the official flower of the Town of Needham. The Needham Historical Society celebrates the local development of the pansy annually at their Spring Pansy Festival when several thousand flats of pansies are sold.



Pansy Festival, Needham

Denys Zirngiebel was born in 1829 in Neuchatel, Switzerland. In 1855, he and his family immigrated to the United States and spent three years living in New Orleans. In 1858, he relocated to Cambridge, Massachusetts where he worked with Professor Louis Agazzis, who was in charge of the Harvard Botanical Garden, later to be known as the Arnold Arboretum.

In 1864, the Zirngiebel family moved to the Joshua Lewis estate, thirty five acres of land on South Street in Needham bordering the Charles River. It is reported that Zirngiebel was a good friend of the poet, Henry Wadsworth Longfellow who visited the South Street estate often. It is believed that Longfellow's "To the Charles River" was based, in part, on the view of the river from the Zirngiebel house.

While in Needham, Denys Zirngiebel made numerous contributions to the field of horticulture.

He maintained correspondence with a Frenchman named Alegotune who was a carnation specialist. Zirngiebel became the first grower in the United States to

grow the French perennial carnation leading to the start of the commercial carnation business.

He was the first to introduce the concept of hot water under pressure to heat greenhouses. He invented a coil burner for greenhouse use, and in 1893 was awarded first prize for the best method of heating greenhouses by Florist Magazine.

While living on South Street, Denys Zirngiebel experimented with the Johnny Jump Up and selectively cultivated them for size. The result was the Giant Swiss Pansy with blossoms up to four inches in diameter. He was known as the "Pansy King", and in 1888 won blue ribbons for his hybrids at the Massachusetts Horticultural Society's flower show. At one time, Needham pansies were delivered daily to Boston and weekly to the White House in Washington, DC. Zirngiebel had truly created a beautiful flower!

Denys Zirngiebel died at the age of 76 in 1905. He and his wife are buried in the Needham Cemetery.



Pansy Festival, Needham

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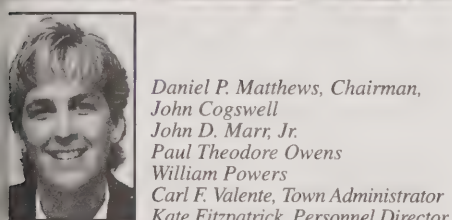
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| | |
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| Needham and the Giant Swiss Pansy | i |
|---|---|

BOARD OF SELECTMEN TOWN ADMINISTRATOR/PERSONNEL



*Daniel P. Matthews, Chairman,
John Cogswell
John D. Marr, Jr.
Paul Theodore Owens
William Powers
Carl F. Valente, Town Administrator
Kate Fitzpatrick, Personnel Director*

PURPOSE

The Board of Selectmen, while considered by many to be the Executive branch of the government for the Town is, in reality, but one part of the Executive branch of government for the Town. The Board shares this role with other elected boards. In its capacity, the Board serves as the Police Commissioners, Fire Commissioners, Board of Public Works, and Licensing Authority. The Board of Selectmen meets the second and fourth Tuesday of the month except in July and August when meetings are held on the third Tuesday of the month. All meetings are open to the public and begin at 6:45 p.m. at Town Hall.

In its capacity as the Town's executive authority, the Board of Selectmen, with the assistance of the Town Administrator and Personnel Director, engages in a variety of activities in order to fulfill its legal obligations to the community.

The Town Administrator is responsible to the Selectmen for the day-to-day operation and oversight of those departments under the jurisdiction of the Board of Selectmen.

The Personnel Department provides human resource and benefit management assistance to all Town Departments, Boards and Commissions, as well as retirees. In addition, the Personnel Department, in conjunction with the Town Administrator, is responsible for negotiations with, and contract administration for, the Town's general government collective bargaining units.

The Board of Selectmen is responsible for:

Implementing and administering the decisions of Town Meeting (the Town's Legislative branch of government);

Establishing policies and procedures for the coordination of Town government operations;

Representing the interests of Town residents in a variety of forums including: business dealings,

legal affairs, and intergovernmental cooperation with other municipal, county, state, and federal agencies;

Proposing to the Finance Committee operating budgets for those departments under the Board's control;

Proposing to Town Meeting a five-year capital improvement plan and funding proposal;

Making appointments to those Town Boards and Commissions under its control;

Convening the Annual Town Meeting and any Special Town Meetings that may be required and preparing the Warrant (listing of Articles) for Town Meeting consideration;

Licensing all food establishments and transportation companies;

Administering the Town's personnel policies as adopted by the Personnel Board and Town Meeting and negotiating collective bargaining contracts with seven bargaining units.

FY97 HIGHLIGHTS:

Selectmen: In April 1997, Ted Owens and William Powers were re-elected to three year terms on the Board of Selectmen. Following the annual town election Daniel Matthews was voted Chairman; John Cogswell, Vice Chairman, and William Powers, Clerk of the Board.

Financial: The Town continued to maintain its strong financial position in FY97. Needham maintains a "AA" bond rating with Moody's Investors Service. The Board of Selectmen continues to look for non tax revenue sources to augment tax revenues and for new ways to streamline Town services. In spite of the Town's strong financial condition, Needham continues to struggle with the revenue raising constraints of Proposition 2½. With an increasing school population and an aging infrastructure, Needham's overall revenue growth of approximated 4 percent per year is not sufficient to maintain existing service levels. As a result, the Board of Selectmen voted to place a Proposition 2½ Debt Exclusion to renovate the Newman Elementary School on the November, 1996 ballot. This debt exclusion, which was for \$5,575,000, was approved by the voters. The Board of Selectmen, at the request of the School Committee, also voted to place a General Override question on the April, 1997 Town election ballot. This question, which was for \$ 1,500,000, lost by 19 votes.

Capital Planning: In January 1997, the Board of Selectmen and Town Administrator proposed a \$ 10,832,000 Capital Improvement Plan (CIP) to the Finance Committee and Town Meeting. This amount includes \$ 5,900,000 for the capping of the landfill. The CIP is the Town's long-range financial plan with goal of providing for the upkeep of Town facilities and equipment. The FY98 CIP approved by Town Meeting included: repairs to various Town buildings, renovations to the Mitchell and Hillside School grounds, computer upgrades, landfill capping, water, wastewater and storm sewer repairs, and a variety of equipment for the Public Works Department.

Personnel Administration: There were a number of accomplishments during the year including: completed negotiations with Fire union, Public Works union, and Independent Town Workers Association. An important aspect of the new collective bargaining contract with the Fire Union was the planned implementation to upgrade the Town's ambulance services to the Paramedic/Advanced Life Support level. Contracts were settled for three years, and were well within the financial guidelines suggested by Town Meeting. As a result of new legislation, the Town was also successful in providing long-desired dental insurance to employees at no cost to the Town.

BUDGETARY DATA:

| | | | |
|--------------------|-----|-------------------|-----------|
| No. of Employees | 1 | Expenses for FY97 | |
| Selectmen | 5 | Salaries | \$274,065 |
| Town Administrator | 1 | Purchase of Ser. | 106,217 |
| Personnel Director | 1 | Expenses | 15,282 |
| Admin. Support | 4.4 | Capital Outlay | 3,990 |
| | | Total | \$400,455 |

FORECAST FY98

The primary issues and objectives for FY98 include:

1. The Board of Selectmen continues to devote considerable time to examine ways of balancing the Town's limited growth in revenues with the increasing demands for services. To assist the Finance Committee and Town Meeting in looking at the Town's long range financial picture, the Selectmen have instructed the Finance Department to prepare a five-year revenue and expenditure forecast. Managing the Town's limited financial resources is complicated in light of education reform, limited increases in State aid, and projected increases in fixed costs, MBTA assessments, and general Town and school operations. The Town's ability to provide for the health, safety and educational needs of residents will be a key issue, even given stabilizing economic conditions.

2. A key decision facing the Selectmen and the Town relates to the financing of the closing of the Town landfill, as mandated by the Massachusetts Department of Environmental Protection. The closing of the landfill, scheduled for December 1997, will cost the Town an estimated \$6,000,000 in capping costs. The Board of Selectmen estimates that up to \$1,000,000 in these costs may be offset by revenues the Town is collecting by allowing construction debris to be dumped in the landfill prior to its closing. This still leaves the Town facing an estimated \$5,000,000 in capping costs. The Selectmen have discussed various options for funding these closing costs. The most likely options include asking the voters whether they would prefer a Debt Exclusion to Proposition 2½, an increase in the sticker fee charged to residents using the recycling and transfer facility, or a combination of the two. The closing of the landfill will also result in additional costs for recycling and for disposing of solid waste at a regional waste-to-energy facility. The Board of Selectmen is studying a variety of options for funding these

GENERAL GOVERNMENT

additional costs, including the option of implementing a so-called pay-per-throw program whereby user fees are tied to the amount of solid waste one disposes.

3. Negotiate for the expansion and redesign of the Chestnut Street parking area to include the expansion of the parking lot and the creation of a pedestrian mall on Chestnut Road.
4. Complete the implementation of the Town's joint civilian Police and Fire dispatch center.
5. Re-negotiate collective bargaining agreements with the Police Union and Custodians Union.
6. Continue the implementation of a coordinated building maintenance program through the

Municipal Building Maintenance Board. The Town Administrator chairs this Board.

7. Completion of a townwide comprehensive facility study to provide a plan for renovating Town buildings for the next five years.
8. Completion of the analysis of electric deregulation proposals and determination of whether the Town should request bids for electric supply.
9. Completion of the wastewater and water master plans. These master plans will provide the Town will a operational blueprint for rehabilitating the wastewater collection and water distribution system of the next 10 - 20 years

ACKNOWLEDGMENTS

The Board of Selectmen wishes to thank the Town staff and the many citizens, volunteers, committee members and others whose invaluable contribution of time, energy and talent makes it possible for Needham to maintain a well-managed, civic-minded community. At the end of this Annual Report you will find a list of the many individuals who have served the Town this past year. Residents wishing to volunteer for any board or committee appointed by the Selectmen should send a letter of interest to the Selectmen's Office at Town Hall.

TOWN CLERK



Theodora K. Eaton

The Office of the Town Clerk can be compared to a hub about which the wheel of local government revolves. The spokes of the wheel represent the various boards, departments and committees within the government to which the Town Clerk relates in a direct way. The rim of the wheel represents the many segments of State and County Government from which many of the Town Clerk's official duties and responsibilities stem.

The official duties and responsibilities of the Town Clerk are spelled out in over 73 Chapters and 400 sections of the Massachusetts General Laws as well as local Town By-Laws. Those pertaining to Elections and Town Meeting are the most complex with amendments to the State statutes made yearly. The Town Clerk is the official record keeper for the town and records all official business conducted at Town Meetings and elections, both of which are recorded in the Annual Town Clerk's Records. Planning Board and Board of Appeals decisions, vital statistics, business certificates, federal and state tax liens, Uniform Commercial Code filings, Fish & Game Licenses, gasoline licenses, dog licenses - to name a few - are all recorded in the Town Clerk's Office.

During Fiscal Year 1997, the following elections and Town Meetings were held:

| | |
|---|-----------------------------|
| State Primary | Tuesday, September 17, 1996 |
| Special Town Meeting | Monday, October 28, 1996 |
| State Election | Tuesday, November 5, 1996 |
| Special Town Meeting | Monday, February 3, 1997 |
| Annual Town Election | Monday, April 14, 1997 |
| Two Precinct Elections (To Break Tie Votes and/or fill Town Meeting Member vacancies) | Wednesday, April 23, 1997 |
| Recount - Ballot Quest. #1 | Saturday, May 3, 1997 |

| | |
|----------------------|-------------------------|
| Annual Town Meeting | Monday, May 5, 1997 |
| Special Town Meeting | Wednesday, May 14, 1997 |

The Special Town Meeting in November disposed of 11 articles in one session. The Special Town Meeting in February disposed of 11 articles in one session. The Annual Town Meeting in May disposed of 76 articles in five sessions, and the Special Town Meeting within the Annual Town Meeting disposed of 7 articles.

BUDGETARY DATA

| | |
|------------------------------|---------------|
| Personal Services | \$84,360 |
| Purchase of Service Expenses | 4,125. |
| | <u>2,230.</u> |
| | \$90,715. |

No. of Employees

| | |
|-----------|---|
| Full Time | 3 |
| Part Time | 0 |

FY1997 HIGHLIGHTS:

Fiscal Year 1997 was the busiest year in a four-year period for the Town Clerk/Board of Registrars' Office. There were three elections and one Recount - the State Primary, the State Election, the Annual Town Election, and a Recount of Ballot Question #1 on the Annual Town ballot. The Accuvote ES-2000 voting system, which made its debut on September 20, 1994 (the State Primary), has proven its ability to tabulate the townwide results quickly and efficiently. This system also proved that it was easier to determine the voters intent during the Recount than the old punch card system. The Motor Voter Bill became effective on January 1, 1995 and the Town Clerk's Office has kept both the town and the state voter registration/census computer systems on-line while the Office of the Secretary of the Commonwealth continues to work on the Voter Registration Information System for the Commonwealth of Massachusetts. This project is a huge undertaking and has created a great deal of duplicity. The restoration and preservation project of the Town's public records dating back to the early 1700's continues with additional volumes scheduled for completion in the winter of 1997-1998.

The following statistics were compiled during

Fiscal Year 1997:

VITAL STATISTICS

Births to Residents:

| | |
|----------------------|-----|
| 7/1/96 - 12/31/96 | 182 |
| 1/1/97 - 6/30/97 | 195 |
| Total Needham Births | 377 |

Deaths:

| | Residents | Non-Residents |
|------------------------|------------|---------------|
| 7/1/96 - 12/31/96 | 136 | 102 |
| 1/1/97 - 6/30/97 | <u>122</u> | <u>101</u> |
| | 258 | 203 |
| Total Deaths Recorded: | | 461 |

Marriages:

| | |
|---------------------------|-----------|
| 7/1/96 - 12/31/96 | 99 |
| 1/1/97 - 6/30/97 | <u>73</u> |
| Total Marriages Recorded: | 172 |

Fish and Game Licenses Issued: 7/1/96 - 6/30/97

| | | |
|----------|--------------------------------------|----|
| Class F1 | Resident Fishing | 17 |
| Class F2 | Resident Fishing Minor | 1 |
| Class F3 | Resident Fishing, Age 65 - 69 | |
| Class F4 | Resident Citizen Fishing Handicapped | 3 |
| Class F6 | Non-Resident Fishing | |
| Class F7 | Non-Resident Fishing 3-Day | |
| Class F8 | Resident Fishing 3-Day | |
| Class T1 | Resident Trapping | |
| Class T2 | Resident Trapping Minor | |
| Class T3 | Resident Trapping, Age 65-69 | |
| Class DF | Duplicate Fishing | |
| Class DF | Duplicate Trapping | |
| Class H1 | Resident Citizen Hunting | |
| Class H2 | Resident Citizen Hunting Age 65 - 69 | |
| Class H3 | Resident Citizen Hunting, Paraplegic | |
| Class H4 | Resident Alien Hunting | |
| Class H5 | Non-Resident Hunting, Big Game | |
| Class H6 | Non-Resident Hunting, Small Game | |

GENERAL GOVERNMENT

| | | |
|--------|--|-----|
| ass H7 | Non-Resident Hunting, COM.SHG.PR. | 0 |
| ass H8 | Resident Citizen Minor Hunting | 1 |
| ass S1 | Resident Sporting | 52 |
| ass S2 | Resident Sporting, Age 65 - 69 | 4 |
| ass S3 | Resident Citizen Sporting Over 70 | 23 |
| ass DH | Duplicate Hunting | 0 |
| ass DS | Duplicate Sporting | 1 |
| ass M1 | Archery Stamp | 35 |
| ass M2 | Massachusetts Waterfowl Stamps | 27 |
| ass M3 | Primitive Firearms Stamp | 9 |
| ass W1 | Wildland Conservation Stamp (Resident) | 312 |
| | (Inaugurated 1/1/91) | |
| ass W2 | Wildland Conservation Stamp (Non-Resident) | 5 |
| | (Inaugurated 1/1/91) | |
| TOTAL | | 776 |

aid to Division of
sh & Game for Licenses: \$5,584.00
aid to Town Treasurer in Fees: 405.15

| Dog Licenses Issued: | 7/1/96 - 6/30/97 |
|---------------------------------|------------------|
| Male and Female Dogs @ \$15. | 252 |
| Spayed and Neutered Dogs @ \$10 | 1663 |
| Transfers @ \$1.00 | 2 |
| Kennels @ \$ 25 | 21 |
| Kennels @ \$ 50 | 11 |
| Kennels @ \$100 | 3 |
| Seeing Eye Dogs - No Charge | 0 |
| Hearing Dogs - No Charge | 0 |
| Prior Years' Licenses | 46 |
| Replacement Licenses | 11 |
| TOTAL | 2009 |

Paid to Town Treasurer for FY1997

| | |
|----------------------------|--------------|
| Dog License Fees: | \$22,268.00 |
| Other License Fees: | 33,553.00 |
| Miscellaneous Fees: | 47,074.65 |
| Total Receipts for FY1997: | \$112,884.80 |

The Town Clerk's Office is oriented to serve the public and is open daily from 8:30 A.M. until 5:00 P.M. Monday through Friday and from 7:30 P.M. until 9:00 P.M. on the second and fourth Tuesday evenings except for July and August when the office is open from 7:30 P.M. until 9:00 P.M. on the third Tuesday.

FY1998 FORECAST:

With only one election (the Annual Town Election) scheduled for Fiscal Year 1998, the Town Clerk's Office will have an opportunity to begin, catch up, and review various projects and procedures which ultimately are placed on the back burner during busier election years. The restoration and preservation project will continue in the Fall of 1997 with the deacidification of two of the Town's public record volumes dating back to the early 1700s. In addition the town's current vital statistics and official town records will be microfilmed and stored at the Iron Mountain Storage facility in upstate New York. This is an ongoing project which occurs every five or six years. A Special Town Meeting is rumored for November, 1997 along with the regularly scheduled 1998 Annual Town Census, the Annual Town Election, and the Annual Town Meeting. The major project for FY98 will be the elimination of one of the two census/voter programs that has been in use since the Motor Voter Law went into effect. The Central Voter Registry linking all 351 cities and towns to each other and to the Secretary of the Commonwealth's Office will become the main system.

BOARD OF REGISTRARS



John W. Day
Barbara Doyle
Mary J. Mc Carthy
Theodora K. Eaton

BUDGETARY DATA

| | | | |
|----------------------|-----------|-----------|---|
| Personal Services | \$53,437. | Full Time | 1 |
| Purchase of Service | 17,500. | Part Time | 4 |
| Expenses | 1,510. | | |
| Canvassers & Tellers | 21,381 | | |
| | \$93,828. | | |

No. of Employees

| | |
|-----------|---|
| Full Time | 1 |
| Part Time | 4 |

FY1997 HIGHLIGHTS:

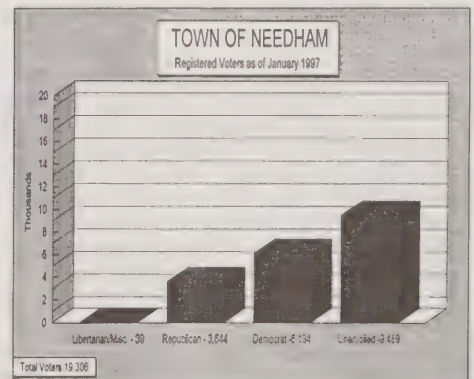
Voter turnout for the three elections in Fiscal Year 1997 was as follows:

| | |
|----------------------|---------------------------|
| | September 17, 1996 |
| State Primary | 1,150 (6.37%) |
| | November 5, 1996 |
| State Election | 16,319 (85.89%) |
| | April 14, 1997 |
| Annual Town Election | 8,219 (44.25%) |

The Annual Listing of Residents was conducted by mail again this year with 85% of the residents responding within the first month. Census follow-up was conducted via telephone and police visitation. Once again this year, a dog license application was included in the census and was well received by dog owners. In accordance with Massachusetts General Laws a list of dog owners was also compiled.

Upon completion of the local listing, confirmation notices were sent to all those registered voters who were not reported as living in Needham on January 1st. Those voters who proved residence were reinstated; those voters who responded with notification of a residence outside of Needham were removed from the Voting List; and those voters who did not

respond to the confirmation notice were placed on the inactive voting list in compliance with the new Motor Voter Bill. Names were also removed because of death and other changes in voting status. Upon completion of the revision, the total number of registered voters was 19,306.

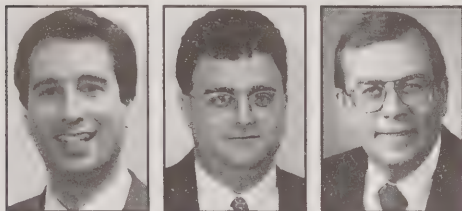


FY1998 FORECAST:

| | |
|---------------------------|---------------------------------|
| Fall Special Town Meeting | November 17, 1997 (Proposed) |
| Annual Town Census | January 1, 1998 |
| Annual Town Election | -April 13, 1998 |
| Annual Town Meeting | -May 4, 1998 |

GENERAL GOVERNMENT

NEEDHAM PERSONNEL BOARD REPORT



*Richard Creem, Chairman
James Bucking
William J. Miles*

*Not pictured:
James Brierley
Hertz Henkoff*

PURPOSE

The Personnel board is made up of five members appointed by the Town Moderator for a term of three years. Under Needham's Consolidated Personnel By-Law, the Board is charged with maintaining the personnel system of the Town through annual formulation of a classification and compensation plan, institution of staffing controls, establishment of recruitment standards, and adjudication of personnel grievances. In addition, the Board promulgates administrative orders to further the purposes of the Consolidated Personnel By-Law and monitors administration of the by-law by the executive branch of the Town's government. As a standing committee of Town Meeting, the Personnel Board advises the executive branch on collective bargaining issues and makes recommendations to Town Meeting relative to by-law changes and collective bargaining agreements. The Personnel Board continues to strive for personnel policies and compensation plans which are fair and equitable to Town employees and mindful of the financial constraints faced by the Town.

BUDGETARY DATA

Salaries
a. (1 Part-time

| | |
|-----------------------|-------------|
| Recording Secretary) | \$ 1,691.00 |
| b. Merit Program Pool | 7,500.00 |
| c. Purchased Services | 2,500.00 |
| d. Expenses | 0.00 |
| e. Capital Outlays | 0.00 |
| f. Total | 11,691.00 |

FY 97 HIGHLIGHTS

- Continued its ongoing program of reviewing the classification and compensation of all titles in the Town service at a minimum of five year intervals by:

Completing a classification study of Administrative and Support Titles and accordingly making recommendations to Town Meeting which were adopted;

Commencing a study of Management Titles.

- In keeping with the Board's goal of granting non-represented personnel the same benefits as equivalent positions covered by collective bargaining, the Board studied and recommended to Town Meeting various amendments to the Consolidated Personnel By-Law which were adopted.
- Continued its re-examination of the Board's policies regarding compensation for elected, non-full time positions within the Town service.
- Heard several requests for reclassification of various positions within the Town service.
- Heard several requests to authorize hirings above the minimum step.
- Heard and approved two requests for Merit Raises under the Board's Merit compensation program.
- Heard testimony and rendered decisions relative to several employee grievance appeals.

- Continued to work with the Office of the Town Administrator on an in-house pilot program to analyze the staffing of select Town departments in order to determine whether the existing mix of jobs and grade meets the needs of each Department Manager/ Appointing Authority.
- Worked with the Board of Selectmen and the Office of the Town Administrator to develop a Town Vehicle Use Policy which establishes formal guidelines for reimbursement of compensation for employee use of personal vehicles, as well as criteria under which Town vehicles may be authorized to, and used by, Town personnel.

FY 98 FORECAST

- Continue to take a more pro-active role in the Town's collective bargaining process.
- Adjudicate employee appeals of the Administrative and Support Titles classification study.
- Conclude its classification and compensation study of Management Titles, and make appropriate recommendations to Town Meeting.
- Commence classification and compensation study of Non-Management/Non-Administrative and Support Titles, and make appropriate recommendations to Town Meeting.
- Continue the in-house staffing analysis of Town departments, and make appropriate recommendations to Town Meeting.
- Continue to review the role of the Personnel Board vis-a-vis the present structure of Needham Town government.

MODERATOR



Michael Fee

The Town Moderator presides over Needham's Town Meeting, that unique New England institution that allows citizens and taxpayers of the Town of Needham to have the final say on all matters of importance to the Town. Needham's representative Town Meeting, is comprised of 258 citizen-legislators who are elected to be the representatives of their neighborhoods. It is the Moderator's job to see to it that Town Meeting conducts its business in an informed, efficient and equitable manner. The Moderator must also select persons for appointment to many different Town Committees and Boards such as the Finance Committee and the Personnel Board, as well as various other vol-

unteer committees—both permanent and temporary—who perform vital work for the Town and in many instances, report their findings to Town Meeting.

This past year marked a very important event for the office of Town Moderator. After 35 years of service to Needham as its Moderator, Richard P. Melick retired from the post. Dick Melick served his fellow citizens with distinction and had truly become an institution in Needham. Dick's retirement meant that for the first time in over a generation, the citizens of Needham were asked to select a Moderator in a contested election.

I was most honored to be elected Town Moderator on April 14, 1997. Since that time, I have attempted to discharge the duties of this office with fairness and efficiency. At the 1997 Annual Town Meeting I was privileged to guide the body through the important and varied business that came before it. I have taken steps to ensure that essential information is made available to Town Meeting Members in a timely fashion and to enforce the applicable

rules of procedure justly so that matters are addressed, discussed and debated fairly and efficiently. This year's Annual Town Meeting tackled over 75 Articles and disposed of them in five sessions.

The coming year will bring new issues and new challenges. As your Moderator, I will continue to strive to improve the Town Meeting process so that the citizens who have been vested with the power to conduct the Town's affairs can wield that power effectively. There is no substitute for Town Meeting's role as a forum where citizens and taxpayers can demand accountability from their local government and act as the final authority on matters that have a direct and substantial impact on their own lives, as well as the lives of their fellow citizens in Needham. I urge every registered voter to consider running for a position as a Town Meeting Member (it only takes ten signatures to secure a place on the ballot) or consider volunteering for a Moderator-appointed position on a committee or some other position. Together, we can uphold the time-honored tradition of "citizen government" in Needham.

GENERAL GOVERNMENT

LEGAL DEPARTMENT



David S. Tobin

PURPOSE

The Legal Department of the Town of Needham provides legal advice to the Town departments, attends all sessions of Town meetings, all Selectmen's Meetings and meets with other boards when requested. The Legal Department drafts and approves all contracts when requested, represents the Town in the courts and before administrative agencies and assist in the drafting of legislation, by-laws and regulations.

BUDGETARY DATA

| | | | |
|--------------|--------------|-----------|---|
| Salaries | \$ 49,379.20 | Employees | |
| Expenses | \$ 3,320.31 | Full Time | 0 |
| Special Fees | \$174,888.70 | Part Time | 1 |
| Total | \$227,588.21 | | |

FY '97 HIGHLIGHTS

During Fiscal Year 1997, commencing July 1, 1996 and ending June 30, 1997, in addition to the advice given to Town officials on a daily basis, Town Counsel negotiated, drafted, approved, interpreted and/or assisted in resolving conflicts with respect to numerous contracts for the Board of Selectmen, Finance Department, Permanent Public Building

Committee, Municipal Building Maintenance Board, School Department, Department of Public Works, Park and Recreation Commission, Personnel Department, Planning Board, Council on Aging, Board of Health, Police Department, Board of Assessors, Conservation Commission, Sewer Department, and Water Department. Among the contracts Town Counsel worked on were contracts for the ongoing design and renovation of the Newman School, renovations to the Mitchell School, design and construction of the modular classrooms at the Hillside Elementary School, A.D.A. improvements to the Needham High School, design and construction of the new recycling center building located at the Central Street Landfill, environmental engineering and design work for the anticipated closing of the Needham Landfill, and numerous other contracts involving road construction and procurement of materials and services for the Town.

In court and before various administrative agencies, the Legal Department represented the Town, its boards and/or officer and employees in cases involving challenges to orders and decisions issued by the Zoning Board of Appeals, the Conservation Commission, the Board of Assessors, the School Superintendent and the Department of Public Works. The Legal Department also represented the Town in hearings with the Department of Environmental Protection concerning matters involving the closing of the Town Landfill, and joined with the Commonwealth of Massachusetts in prosecuting and settling a hazardous waste claim against Microwave

Development Laboratories that resulted in the Town receiving a structured financial payment of damages from the Microwave Development Laboratories.

The Legal Department assisted the Town's Personnel Director in the drafting, review and execution of contracts for an Employee Assistance Program as well as the Town's Blue Cross and Blue Shield Health Insurance. The Legal Department, through special counsel, assisted the Selectmen, Town Administrator and Personnel Director in collective bargaining, labor disputes and civil service hearings. The Legal Department assisted the Permanent Public Building Committee in its search for, and engagement of, Project Managers who oversee and manage the architect and construction contractor on the Newman School renovation as well as other construction projects throughout the Town.

Town Counsel sat as a member of the medical panel that reviews medical bills submitted for payment by former Town police officers and firefighters who have retired because of an accidental disability and the bills are related to the disability.

Finally, Town Counsel assisted in the preparation and review of all of the Warrant Articles and Motions for the 1997 Annual and Special Town Meetings.

FY'98 FORECAST

In Fiscal Year 1998 Town Counsel shall continue to provide quality legal services to the town agencies at a reasonable cost.

NEEDHAM PUBLIC SCHOOLS



Paul Denver, Chairman
Earl H. Clauset
Gerald A. Wasserman
Susan Welby
Patricia Ruane, Superintendent
Not pictured:
Michael F. Hourigan
Irwin Silverstein
Jeffrey Simmons

PURPOSE

The School Department services the education-needs of this community. Our primary function is to advance the learning and achievement of five to eighteen year olds in a comprehensive

and sequential program of studies. Our goal is to develop learners who:

- think effectively;
- communicate successfully;
- contribute responsibly;
- work collaboratively;
- direct their own learning.

During FY '97, Needham enrolled 4110 students in grades K-12 as follows: elementary (2121); middle (907); high (1082). Early childhood programs, mandated by Special Education, serviced another 52 children. Beyond meeting the needs of a traditional school-age population during a traditional school day and year schedule, the Needham Public Schools also services the continuing education needs of adults through an active Adult and Continuing Education program that enrolled 2250 students during FY '97. A summer school program, on a fee basis, extends learning opportunities for students and accommodated 117 during the summer of 1996. As the town's primary education resource and asset, the School Department also recognizes its need to be responsive to other educational needs as defined by the community. For example, during the 1996-97 school year, 55 senior

citizens used the Pollard Middle Schools' computer laboratory on a weekly basis to learn about and use the Internet.

Wherever possible, the School Department is trying to match its purpose with community needs and values. During FY '97, the School Committee approved a new graduation requirement for the Class of 1999. These students, and those who follow, will be expected to demonstrate community service, and will gain credit for genuine work in a community known for its civic-mindedness. Already, 25 percent of our high school students participate in community learning through the community classroom program. Our students have helped Needham business partners create web sites, and have constructed wooden trash receptacles for the Town Common. We welcome opportunities to make students' learning real, product oriented, and responsive to community needs.

As we move toward the 21st Century, we are striving to achieve:

- A school and community partnership that
- creates excited learners
- demands excellence
- fosters integrity for students and adults.

EDUCATION

This vision, developed by a steering committee representing all town constituencies, follows the work of a townwide Future Search Conference in November 1995. It was adopted by the School Committee in November of 1997, and will form the basis of subsequent School Department goals.

How well are we fulfilling our purpose? Here are three indicators of our success: average SAT scores and college placement remain strong, and state testing results show our students performing very competitively for dollars spent.

| | SAT | |
|------------------------|-------|-------|
| CLASS of 1996 | 558 | 555 |
| CLASS of 1997 | 575 | 576 |
| CLASS of | 1996 | 1997 |
| Four-year college | 79.6% | 84.5% |
| Two-year college | 8.3% | 2.6% |
| Non-college | | |
| educational institutes | 3.0% | 3.0% |
| One year work | | |
| then college | 7.0% | 6.9% |
| Other/No response | 2.1% | 3.0% |
| TOTAL | 100% | 100% |

Massachusetts Educational Assessment Program (MEAP) Tests

Our students' average numerical scores are comparable with like suburban communities at Grades 4, 8, and 10. The percent of our 10th graders achieving the highest proficiency levels (levels 3 and 4) in 1996 rank Needham among the TOP 10 in the state in all categories tested. The following chart shows ranking against per pupil spending. FY '95 figures are the most current state data set, and represent a comparison of like costs.

Thanks to a network of positive partnerships, the Needham Public Schools strives to achieve

| Town | Reading | Mathematics | Science | FY '95 Per Pupil Spending |
|-----------------|---------|-------------|---------|---------------------------|
| Wayland | 1 | 4 | 2 | \$ 6,732 |
| Weston | 2 | 1 | 1 | 7,985 |
| Needham | 3 | 8 | 10 | 6,020 |
| Wellesley | 4 | 6 | 6 | 6,811 |
| Dover/Sherborn | 5 | 4 | 12 | 9,812 |
| Westborough | 6 | 15 | 8 | 5,662 |
| Medfield | 6 | 9 | 3 | 4,767 |
| Lincoln/Sudbury | 8 | 6 | 4 | 10,027 |
| Newton | 8 | 2 | 6 | 6,549 |
| Natick | 10 | 12 | 15 | 6,655 |

its educational purpose in an atmosphere that is engaging to students of all ages. FY '97 was "The Year of the Cat." When the Needham Science Center acquired a dead lion from a Rhode Island Zoo, Eliot School students worked with Dan DeWolf, Assistant Director of the Center, to reconstruct the skeleton, and both Dan and Larry White, Director, developed a series of activities and events to help our elementary students immerse themselves in a study of felines of all types. Children wrote about cats, sang about cats, sketched cats, and became cats as the year unfolded. Wherever

possible, our purpose is to encourage students to learn more, stretch their skills, and discover interests they did not know existed! The School Department hopes to instill in its students a love of learning that will sustain them for a lifetime.

We are proud of our students and our schools. We appreciate Needham's historic support and love of its public schools, and will continue to earn that support.

BUDGETARY DATA ON FY '97 EXPENDITURES

The Operational Budget for the School Department included:

| | |
|------------------------|---------------------|
| • Salaries | \$18,728,316 |
| • Purchase of Services | 2,357,640 |
| • Expenses | 1,180,165 |
| • Capital Outlay | 369,277 |
| Total | \$22,635,398 |

This budget does not include the cost of building maintenance or employee benefits which are represented in MBMB and town personnel budgets respectively. Similarly, it does not include capital projects or long-term debt incurred by the town for facilities renovation.

NUMBER OF FULL-TIME AND PARTIME EMPLOYEES

Salaries comprised 85 percent of the FY '97 budget. The breakdown is as follows:

A. Direct Service to Children

This category includes certified teaching professionals and support staff (nurses, counselors, psychologists, occupational and physical therapists, and social worker) who are paid on the professional salary scale. It also includes teaching assistants — people in positions that do not require professional credentials and paid on a lesser salary scale.

FTE (full-time equivalent)

| | |
|---------------------|-----------------------|
| Teaching/ | |
| Nursing Staffs | (290.45 + 5.1) 295.55 |
| Teaching Assistants | 79.28 |

B. Indirect Service to Children

This category includes non-teaching staff whose primary function is to supervise staff and manage the business side of the School Department. A support staff assists the admin-

istrative staff in school offices and the central office.

FTE (full-time equivalent)

| | |
|----------------------------------|-------|
| Administrators | 22.80 |
| Secretaries, Other Support Staff | 54.72 |

FY '97 HIGHLIGHTS

Beyond the basic job of educating children, the Needham Public Schools set four major goals for the 1996-97 school year. What follows is a description of the progress made for each goal.

Goal 1: Each member of the School Department and School Committee will design and implement one strategy to improve communication within the classroom, within the school, between home and school, or between school and community.

System Responses

- Special Education Procedures for Pre Referral and Eligibility

Major work by the new Special Verbal Mathematics

Education/Pupil Personnel leadership team resulted in improved communication and understanding of the entire Special Education process for both teachers and parents. Getting the rules clear within the School Department was an important step toward straightening out the confusion that parents have experienced in the past.

- Classroom Postings of Expectations at the Elementary Level

Continued work by Elementary Grade Level Dialogue Groups has resulted in a clear consensus about writing expectations for students at each grade, from first through fifth. Teachers are now posting these expectations in their classrooms and using them as a basis for parent conferences, where children's work is examined and compared against these expectations. This improved communication allows parent, child, and teacher to understand what the learning issues are, and to set goals accordingly.

- Electronic-Mail

Many teachers used the opportunity of Open House to include their e-mail addresses for parent communication. This technology, available in many Needham households, guarantees contact between busy people.

- Open House Feedback

Each school solicited formal feedback about its fall Open House event. Comments and suggestions will be used in shaping subsequent Open Houses.

- Report Cards and Portfolios

Elementary parents and teachers were invited to give feedback about the combined use of report cards and portfolios to communicate students' progress. Results were shared at School Committee meeting in late spring, and indicated overwhelming support of the information that is communicated in parent conferences through the portfolios. The specific and structured use of portfolios in all K-5 classrooms as part of parent conferences also gave teachers and parents consistent comparative data across grades and schools.

Health and Safety Committees/Reporting Protocols

Given the heightened awareness of the schools and community about air quality, the School Committee has approved the formation of a Health and Safety Committee at each school. Superintendent Patricia Ruane has also introduced health and safety protocols for reporting and resolving issues. Both interventions are designed to improve communication and expedite action.

Outreach

Across the board, individual teachers embraced the spirit of this goal and added detail or information to existing communication documents, as well as inventing new ones. Special efforts by the Fine and Performing Arts Department staff kept parents informed about exhibits, performances, field trips, etc. Since these teachers do not participate in parent conferences, they have taken added responsibility to mail curriculum handouts to parents, and to be present at Open House and PTC meetings.

Grantsmanship

Thanks to the hard work of Director of Health/Physical Education Kathy Pinkham, Needham was awarded a School-Linked Services Grant from the Department of Education. This three-year grant builds on good communication and relationships already established through Dr. Pinkham's efforts with a variety of agencies, town departments, and local institutions like the Deaconess-Glover Hospital. This collaborative seeks to identify community needs and match them with services in the interest of promoting the physical and mental health of children and families. The Hillside School was the host site for identifying needs and brokering services.

News Articles

Superintendent of Schools Patricia Ruane worked collaboratively with Diane Panich, Acting Director of Fine and Performing Arts; Linda Conneely, Director of Media Resources; and Kathy Pinkham, Director of Health/Physical Education, to write articles for publication in the Newton/Needham Chamber of Commerce's Newsletters and subsequent republication in the Needham TIMES. All schools worked with local media to share special events and student work.

School Responses

High School — As part of its preparation for accreditation, the High School sent out surveys to parents and asked for their feedback on a variety of issues. Approximately 20 percent of the surveys were returned. These will form the basis for an analysis of High School strengths and weaknesses in preparation for an accreditation visit by the New England Association of Schools and Colleges in November 1998.

Teachers at Needham High School met by grade level four times, in addition to regular departmental meetings. This new opportunity for communication enabled teachers to discuss expectations for student achievement, curriculum essentials, field trip plans, student issues, and the impact of a new schedule and state

testing. Additionally, a grade level telecommunications conference was established to encourage continued communication between meetings. One result of this new communication is the creation of a grade level seminar series which is being introduced during the 1997-98 school year, in conjunction with the new Time and Learning schedule.

•**Middle School** — The Pollard PTC and administration initiated a new publication to communicate important information to its school community. "The Pollard Post" was mailed to all Pollard parents throughout the year. Additionally, staff met in grade level meetings for resource sharing, short- and long-range planning, and opportunities to integrate curriculum. They also improved the interim progress report to parents by making the comments more substantive.

•**Broadmeadow** — Communications between home and school have increased through several initiatives: weekly newsletters, parent discussion groups, family journals, and regular parent and community participation in day-long, culminating unit events. The PTC involved parents in many group discussions around the social competency program, "Kids and Company," and health and safety initiatives.

•**Eliot** — This school celebrated its 40th anniversary and connected past and present families to share memories. Eliot extended its outreach to North Hill and other local nursing homes. The school published both an artwork calendar and "Smoke Signals," a poetry anthology representing the work of all Eliot students. Eliot students also explored international communication by establishing a relationship with a member of the Peace Corps in Mali, West Africa.

•**Hillside** — A parent survey invited parents to give the school feedback on a number of levels of school services and parent interests. From the results, a data base with information about particular interests and talents of parents was developed and will be updated. Information from the survey was also used to plan workshop presentations for parents. Within the school, support for teachers was improved in the matching of teacher mentors with new teachers. These mentors helped with unit development, portfolio assessments, and technology support. Finally, a handbook for new Hillside staff was developed.

•**Mitchell** — New Principal Roseli Weiss conducted community coffees throughout the summer to get to know the community. Special outreach and communication with the senior citizens resulted in a special assembly and day for these neighbors to visit the school and participate in the programs — including lunch!

•**Newman** — This elementary school worked to design responsive client feedback processes. Client feedback had its ultimate test around the redesign of the 1997-98 school year to accommodate the renovation schedule. In addition to participating in townwide school surveys, Newman staff also surveyed parents in advance of the spring conference and developed goals to be addressed at the conference. The School Council took on the task of becoming a reflec-

tive feedback group and continues work on designing a process whereby client feedback could help assess the principal's effectiveness. They will follow this work with a survey during the 1997-98 school year about communication, instruction, and leadership. Internally, the Newman staff improved its communication about strategies for helping children succeed in inclusion classrooms. Good communication within this group is paralleled in the reflective practice groups that exist throughout the school. Teachers have been encouraged to meet in functional teams — the grade one/two team, the vertical articulation team, etc. Encouraging such communication has resulted in special parent presentations, the design and support of special assessment projects, and new ideas infusing the systemwide Grade Level Dialogue Groups. Finally, given the extraordinary communication needs around the renovation, Newman parents and staff mobilized a communication campaign that gained a consensus for an altered school year for 1997-98, such that the Phase II renovation could be completed without children in the building.

Goal 2: Teachers and administrators will connect curriculum, instruction, and assessment work so learning outcome will be clear for teachers, students, and parents.

System Responses

• Elementary Reading/Writing

Elementary grade level groups worked throughout the 1996-97 school year to examine student work and develop consistent criteria for determining the quality of the work in reading and writing. Teachers will use these descriptive standards, or "rubrics," in discussion of expectations with students, in their parent conferences, and in their scoring of townwide reading and writing samples on an annual basis. An examination of literacy issues and children not meeting expectations has led to an additional reading teacher and the redesign of reading instruction and support. All new teachers will be introduced to literacy course work during FY '98.

• Review of State Curriculum Frameworks

Teachers at all levels reviewed the emerging curriculum frameworks from the Department of Education. They have begun the process of comparing these documents with our own curriculum, and have set goals for the 1997-98 school year that will improve our assessment data at all levels.

Elementary teachers from all schools participated in an extensive examination of elementary mathematics teaching and assessment under the direction of Mahesh Sharma.

• Odyssey of the Mind

Four elementary schools participated in the Odyssey of the Mind National Competition, where work groups of children develop an expertise in a category designed by the competition. Adult coaches, typically a parent and a teacher, monitor and coach the children's work but do not lend adult ideas to the problems. Students' participation requires high performance in communication, problem solving,

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and creativity. They receive written assessment at a regional competition. Several teams did so well that they were invited to the State competition at the next level.

School Responses

•High School

By department, a list of expectations for research writing has been developed. The task of interpreting these expectations and presenting them clearly so that performance is clear and measurable will be the continued task of the 1997-98 school year.

•Pollard

Grade 6 teachers started portfolios in each cluster to extend the documentation begun at the elementary schools. More work is needed to make the portfolios useful assessment documents at this level. At Grade 7, every student participated in the National History Day project, which asked them to do research and a presentation around the theme "Triumph and Tragedy." Teachers developed clear assessment criteria for the students' work, and invited the community to comment as well. Beginning steps were taken by department for the design and development of criteria for performance assessment. To date, implementation is experimental.

•Broadmeadow

Native American Day, Immigration Day, the Energy Fair, and Explorers' Fair comprised culminating events to large units of study at Broadmeadow. Children's work in an integrated unit was displayed, performed, and celebrated. Parents were invited to view their children's and other children's work in this community assessment design.

•Eliot

Eliot teachers have focused on creating "rubrics" (descriptive standards) and establishing targets or benchmarks to improve writing, illustrating, problem solving, and critical thinking skills across all aspects of curriculum.

•Hillside

Hillside's connection between curriculum, instruction, and assessment has been in the area of mathematics — specifically math writing. At each grade level, students have practiced explaining their math understanding, and the results have been displayed on the foyer bulletin board. At the upper grades, strategies were specifically taught and practiced in anticipation of upcoming high stakes tests from the state. Additionally, Hillside teachers focused on test construction with more open-ended questions that require students to write in essay form with an eye to "rubrics" (descriptive standards).

Students and teachers agree that a student has reached understanding when he/she can use or apply known skills, ideas, or knowledge in a new or unfamiliar situation. Teachers looked for opportunities and examples of this transfer of learning, and shared evidence with each

other and with students and parents.

•Mitchell

A reading incentive program called "Oh, the places you'll go!" measured student progress in minutes and hours of reading time with footprints around the school. With the participation of school and town libraries, the intensity of reading soared at Mitchell!

•Newman

Newman looked at ways to challenge students through curriculum and instruction. Several initiatives for enrichment were very successful, including the Grade 1 "NetWorks" group that did research, used technology, and explored their own "expertise." Newman fielded three Odyssey of the Mind teams. Computers, especially the use of Hyper Studio, allowed children to improve their research skills, and math enrichment activities led to the formation of a Math Club that ran as a before-school activity.

Goal 3: Increase student access to technology skills at all levels through system planning, building of a strong technology infrastructure and teacher/volunteer development.

System Responses

• Five-Year Technology Plan

Major work included the development and approval of a five-year technology plan entitled "Needham — Linking School and Community Resources." This plan is a blueprint for expanding network infrastructure to include town resources, such as the Needham Public Library and the town departments. The plan also targets the computer/student ratio at 1:5 by the year 2001. This plan was reviewed by the Massachusetts Department of Education and received accolades for the ways in which Needham teachers are integrating technology within curriculum frameworks. State approval of our plan guarantees FY '98 funding at \$30 per pupil, approximately \$122,000.

• Needham's Wide Area Network (WAN)

This program expanded through our participation and the state's "NetDay '97 Initiative" at Broadmeadow, Eliot, and Mitchell schools. These schools were wired for full Internet access during the summer of 1996. Throughout the fall, teachers and parents were trained to access Internet resources.

• School Technology Committees

At all schools, committees continued their work of fund raising and purchasing computers. They also solicited donations. The total dollars exceeded \$74,000! This is a big boost to the \$39,000 available to purchase equipment through the school department's budget. Fifty-two computers were added to the inventory through their efforts. We ended FY '97 with a 1:9 computer/student ratio!

• Staff Development

Opportunities for adults to improve their tech

nology skills were well attended. TECH CAMP '96 offered three graduate courses to 75 teachers. Throughout the year, 250 teaching and support staff members attended technology training. Adult Education provided training in various computer applications for 216 members of the community. New to our offerings was "Seniors on the Net," an open lab session for senior citizens in the Pollard Media Center every Monday afternoon. The elementary technology committees also organized and offered training for parents during the day and in the evenings.

• Web Camp

Needham High School produced some serious student web publishers. Throughout the year, these students have redesigned Needham's home page, further developed the administrative and general information section of our site, and published the Adult Education catalogue and the *Hilltopper* for a worldwide audience. Hundreds of students at Needham High School have authored web pages for curriculum projects in social studies, science, and world languages. The Multimedia Lab accommodates students well beyond the school day as they work independently on these projects. One of our young entrepreneurs, Nick Heinle, published a book entitled *Designing With Javascript: Creating Dynamic Web Pages*, now in its second edition.

• National History Day

Students are using technology with ease at all levels. Pollard's "National History Day" was an example of the ways in which students are integrating technology skills to create presentations that demonstrate new learnings. Through collaborative funding from the NEF, Pollard PTC, and school budgets, the Pollard lecture hall has evolved into a multimedia learning center. Rear screen projection of video and data sources from inside and outside of the school have expanded learning opportunities for students and teachers. For the first time, a Grade 7 student designed a slide show about research topics using ClarisWorks and the computer as a presentation tool. Students are finding multiple uses for computer-graphic and paint programs in art classes at all levels.

Facilities planning for technology has occurred at many levels. The Newman renovation project includes voice, video, and data network designed with input from Needham's media and technology staff. The Mitchell School voice and voice networks are complete.

All school labs have been upgraded to ethernet, a faster network solution. The May 1997 Town Meeting approved an upgrade to the data hardware on the Institutional Loop. This will greatly improve reliability for our data transmissions between buildings. The Needham Cable Access Board is negotiating contracts with MediaOne and RCN for video, Internet and eventual voice access to residents and town buildings. The schools are represented in the negotiation process. A fiber upgrade of the coaxial I-Loop is included in the proposal.

Goal 4: Develop a consensus and implement vision and strategic plan for the public schools in this community, understand the fiscal constraints of that vision, and apply the vision.

Response to this goal has been primarily at a system level. The ongoing work of the Future Steering Committee has taken the consensus from the Future Search Conference of November 1995 and developed the Vision Statement described under the Purpose section of this report. Throughout FY '97 members of the Steering Committee reviewed this Vision Statement and built a larger consensus within the School Department and with parents and community groups, including a reconvening of the Future Search Conference participants. Major work beyond the Vision Statement was the development of twelve goals which will guide the next five years of work in the Needham Public Schools. These goals are organized under categories, as follows:

- Teaching and Learning
- Leadership
- Community Sponsorship
- Finances
- Organization and Infrastructure
- Facilities and Technology

A major test of our performance as a school system is the accreditation of Needham High School. This recertification process occurs every ten years and FY '97 saw the start of this process as the school begins a self-study and analysis of its strengths and weaknesses. Such analysis includes input from the community. All Needham High School staff have been assigned to committees around one of ten standards of accreditation. Students and parents have also been recruited to serve on these committees. A new Statement of Purpose, as well as expectations of students' academic, social, and school performance has been adopted by the faculty. For FY '98, departments will complete the task of writing instructional area reports. A school and community profile is also being completed, and a survey of students, parents, and teachers is being tabulated.

An effort to move toward the Vision, the high school schedule was changed to accommodate too long and three shorter blocks of learning. This was done in anticipation of new Time and Learning requirements from the state, and the need to extend the school day, effective Fall 1997.

Looking ahead to the 21st Century, the School Department eliminated the central office position of Director of Pupil Personnel Services and replaced it with an Assistant Superintendent for Student Development and Community Partnerships. The intent of this new position is two-fold: To link and maximize the resources of Special Education with "regular" education; and to move forward the vision of the Future Search Conference toward symbiotic partnerships. Needham is a community of constituents, each of whom has needs

and assets. Given the fiscal constraints of the town, it becomes important to understand and access human resources, which are plentiful in a town known for its community spirit and volunteerism.

FY '98 FORECAST

As an organization, we recognize the need to move from an entitlement to a performance school system, and we recognize that our current data is more anecdotal than hard. During 1997-98, all School Councils will work with school staff to examine actual students' work against emerging performance criteria at all levels. As we enter FY '98, there are eight trends or directions of which Needham citizens should be aware:

1) Shift from Entitlement to Performance

All public schools in the Commonwealth are anticipating high stakes testing that is matched to Curriculum Frameworks in Spring 1998. Testing at grades four, eight, and ten will show results in individual scores next fall. In addition to raw scores and comparison of our students with like communities, students will also receive a proficiency rating that will indicate their ability to apply skills and knowledge to unfamiliar situations. The tests will be different from traditional standardized tests in their combination of multiple choice and open-ended, essay-type questions in each category of testing — Language Arts/English, Mathematics, Science, and Social Studies. Our current grade seven class will be the first grade whose tests at grade ten in 2001 will have an impact on their ability to receive a graduation diploma in 2003. Part of our FY '98 work is to educate the community about the impact of the high stakes tests, and to work in partnership with the community to raise standards and support some curriculum and instructional changes that will have to take place to ensure the success of our students in this very challenging arena.

To that end, a townwide committee of educators, citizens, and representatives of the local media will be working to engage the community in its own definition of what an educated student should look like at the various transition points in Needham's educational program. This group will also work to explain the tests that are coming, and to help parents and community members understand and interpret the results.

2) Enrollment Increases

Our student population continues to rise. On October 1, 1996 we recorded 4110 students. On October 1, 1997 the figure is up to 4281. This is an increase of 171 students and represents a discrepancy of 96 more students than the 75 student increase projected by the Future School Needs Committee. More students have increased the demands on all aspects of the School Department and its budget. The only relief that we have been able to put in place is classroom teachers. We have not been able to increase materials, supplies, and textbooks;

elementary Art, Music, and Physical Education teachers; or counselors at all levels to reflect increases both this year and in all prior years from FY '91 to the present. Space in our elementary schools is very tight, and all resources are stretched.

3) Staff Turnover

Needham shows a high average teacher salary, due to our large proportion of long-time employees. We are entering a period where many people will be retiring on an annual basis. At the end of FY '97, approximately 25 teachers either retired or left the system for a variety of reasons. We replaced these people and also hired 25 teachers to meet the demands of increased enrollment and mandated programs (Special Education and Education Reform Act Time and Learning requirements for Needham High School). Three new administrators were also hired at the end of FY '97. They include James Hunt, Principal of the Pollard Middle School; Mary Ellen Dunn, Director of Financial Operations (hired in April); and Wanda Speede-Franklin, Assistant Superintendent for Student Development and Community Partnerships. Ms. Speede-Franklin's position replaces the existing position of Director of Pupil Personnel Services. This position is the final part of a restructuring of Special Education oversight, and extends the role of the fourth central office position to include the development of all students in Needham — not just the Special Education population. Other central office positions include Superintendent, Assistant Superintendent for Personnel/Curriculum, and Director of Financial Operations.

4) Mandates

The FY '98 budget includes a response to Special Education mandates and Time and Learning mandates. Strategically, the School Department is trying to build capacity within its programs locally, so that students and families are encouraged to remain in the public school system to receive Special Education services. This strategy has resulted in the creation of three new programs for FY '98. While they add money to our budget, the cost is considerably less than the alternative of sending students out for private placements in Special Education schools. We anticipate that these initiatives will help us control Special Education increases in the future. For Time and Learning, Needham High School is responding to a state mandate under the Education Reform Act to increase the structured learning time from 900 to 990 hours per year. The result is the addition of 5.5 teachers (included in numbers described under #3 — new staff). Students will be expected to increase the school day by 15 minutes and to take a full course load. The High School will be changing its schedule to a five-period day with two, 80-minute periods and three shorter periods.

5) Needham High School Accreditation

The High School will be spending the 1997-98

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school year in an analysis of current programs and practices. The results will be a set of ten reports which will be forwarded to the New England Association of Schools and Colleges in preparation for a site visit and evaluation review by this committee in November 1998. Community participation and feedback will be solicited throughout this process.

6) Facilities Planning

The School Committee and School Department are working with other town departments and interest groups to conduct a Feasibilities Study of all town buildings for future use. It is particularly important to the School Department given the population increases described above. During FY '98, we will be planning to reopen the High Rock School for September 1999. The lease with Rashi School is over on June 30, 1998, and High Rock will be held as a contingency site for Newman students for September 1998. Meanwhile, the Newman School renovation will continue, with a completion target of August 1998. To accommodate a long summer schedule, the Newman School will have a shortened school year with longer days. This agreement with the Department of Education will result in a school year officially ending on May 29, 1998. Additional facilities work includes ongoing addressing of air quality issues at the Pollard Middle School, and the installation of two modular classrooms at the Hillside School. Both the Newman and Hillside work have been supervised by the Permanent Public Building Committee (PPBC), while work at Pollard has been managed by the Municipal Building Maintenance Board (MBMB).

7) Contract Settlements

All units have contracts for FY '98. Our largest

unit (teachers) has a three-year agreement for salary increases with a cost of living adjustment at 2.5 percent for FY '98, 2.75 percent for FY '99, and 2.75 percent for FY '00. An important feature of the settlement is the addition of five extra summer days to be distributed annually at the discretion of the School Department — one-third of the teachers' unit may be required to work these extra days each year. Quality professional time will enable us to do intensive work on curriculum and instruction.

8) Alternative Funding for Public Education

Citizens and the School Committee met to begin the process of identifying different ways to support public education beyond the burden of a local property tax. Working with the Commissioners of Trustees for the Town of Needham, we began to explore the potential for tax-deductible contributions to support school programs. The Needham Soccer Club stepped forward and made a contribution of approximately \$10,000 for support of athletic programs. This contribution will be repeated annually and represents the kind of positive sponsorship that we are seeking. Additional ideas and resources will be pursued during the 1997-1998 school year.

The Needham Public Schools has been successful in attracting a number of outside grants for the support of our program. During the 1997-98 school year, we are able to continue Interactive Spanish at the elementary level, thanks to a three-year federal grant totaling \$170,361. On a smaller scale, we have been successful in piecing together grant money from the Department of Education's School-Linked Services Program with matching money from the Deaconess-Glover Hospital to create a full-time Community Partnerships

Facilitator position. This person's job is to broker partnerships within the town agencies and School Department in the service of children and families; and to connect the business and corporate sectors of Needham and the region for purposes of establishing internships and mentorships for our students.

The Needham Public Schools is fortunate to have dedicated, intelligent, and creative people servicing the educational needs of children and adults in this community. Schools and education are truly one of this town's greatest assets and an attractive reason why new families choose to locate in Needham. The School Department appreciates this community's support and encouragement, as well as the host of volunteer service that citizens devote to the public schools.

FUTURE SCHOOL NEEDS COMMITTEE

PURPOSE

The Future School Needs Committee was established by the Annual Town Meeting of 1950 and was made a standing committee in 1994. The Committee projects future enrollment, monitors energy usage at each school, and serves in an advisory capacity to issues affecting the Needham Public Schools

FY97 HIGHLIGHTS

Projection methodology refined to better estimate kindergarten enrollment.

Projections show a projected increase in enrollment of more than 1,200 students in ten years.

Determined a number of alternative projections using different birth assumptions after 1996.

Member served on the Capital Planning Advisory Committee.

FY98 FORECAST

Complete the 1998 enrollment projections using census data.

Analyze Town census information to improve kindergarten projection methodology

Prepare enrollment projections by elementary school using census data.

| FUTURE SCHOOL NEEDS COMMITTEE | | | | | | | | | | | | | | |
|-------------------------------|-----------|--------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|
| ENROLLMENT PROJECTIONS | | | | | | | | | | | | | | |
| YEAR | 1990/1991 | 01/02 | 02/93 | 03/94 | 04/95 | 05/96 | 96/97 | 97/98 | 98/99 | 99/00 | 00/01 | 01/02 | 02/03 | 03/04 |
| BIRTHS* | 286 | 305 | 342 | 394 | 345 | 408 | 382 | 382 | 382 | 382 | 382 | 382 | 382 | 382 |
| SCHOOL YEAR | 1996/1997 | 97/98 | 98/99 | 99/00 | 00/01 | 01/02 | 02/03 | 03/04 | 04/05 | 05/06 | 06/07 | 07/08 | 08/09 | 09/10 |
| GRADE | PROJECTED | ACTUAL | | | | | | | | | | | | |
| K | 328 | 333 | 345 | 390 | 446 | 393 | 464 | 434 | 434 | 434 | 434 | 434 | 434 | 434 |
| 1 | 411 | 383 | 340 | 356 | 401 | 458 | 404 | 476 | 446 | 446 | 446 | 446 | 446 | 446 |
| 2 | 368 | 376 | 385 | 342 | 358 | 403 | 460 | 406 | 478 | 448 | 448 | 448 | 448 | 448 |
| 3 | 342 | 340 | 376 | 385 | 342 | 358 | 403 | 460 | 406 | 478 | 448 | 448 | 448 | 448 |
| 4 | 353 | 360 | 342 | 378 | 387 | 344 | 360 | 405 | 463 | 408 | 481 | 451 | 451 | 451 |
| 5 | 332 | 329 | 356 | 338 | 374 | 382 | 340 | 356 | 400 | 458 | 403 | 475 | 475 | 475 |
| 6 | 341 | 322 | 338 | 366 | 347 | 384 | 392 | 349 | 366 | 411 | 470 | 414 | 414 | 414 |
| 7 | 278 | 280 | 315 | 330 | 357 | 339 | 375 | 383 | 341 | 357 | 401 | 459 | 459 | 459 |
| 8 | 298 | 305 | 276 | 311 | 326 | 352 | 334 | 370 | 378 | 336 | 352 | 396 | 396 | 396 |
| 9 | 291 | 297 | 254 | 266 | 300 | 314 | 339 | 322 | 357 | 365 | 324 | 339 | 339 | 339 |
| 10 | 279 | 275 | 300 | 297 | 269 | 303 | 317 | 342 | 325 | 361 | 369 | 327 | 327 | 327 |
| 11 | 269 | 268 | 268 | 292 | 289 | 262 | 295 | 309 | 333 | 316 | 352 | 359 | 359 | 359 |
| 12 | 244 | 242 | 274 | 274 | 299 | 296 | 268 | 302 | 316 | 341 | 323 | 360 | 360 | 360 |
| TOTAL | 4,134 | 4,110 | 4,209 | 4,325 | 4,495 | 4,588 | 4,751 | 4,914 | 5,043 | 5,159 | 5,251 | 5,356 | 5,444 | 5,444 |
| K | 328 | 333 | 345 | 390 | 446 | 393 | 464 | 434 | 434 | 434 | 434 | 434 | 434 | 434 |
| 1-5 | 1,806 | 1,788 | 1,799 | 1,862 | 1,945 | 1,967 | 2,103 | 2,193 | 2,238 | 2,226 | 2,268 | 2,272 | 2,272 | 2,272 |
| 6-8 | 917 | 907 | 929 | 1,007 | 1,030 | 1,075 | 1,101 | 1,102 | 1,085 | 1,104 | 1,223 | 1,269 | 1,313 | 1,313 |
| 9-12 | 1,083 | 1,082 | 1,136 | 1,129 | 1,157 | 1,175 | 1,219 | 1,275 | 1,331 | 1,383 | 1,368 | 1,385 | 1,444 | 1,444 |
| TOTAL | 4,134 | 4,110 | 4,209 | 4,325 | 4,495 | 4,588 | 4,751 | 4,914 | 5,043 | 5,159 | 5,251 | 5,356 | 5,444 | 5,444 |

* REFLECTS JULY 1 TO JUNE 30 BIRTHS

Actual figures shaded

K and 1 adjusted for METCO

Constant births after FY96 based on 3 year average FY 94-96

POLICE DEPARTMENT



William G. Slowe,
Police Chief

PURPOSE:

The police mission is the maintenance of social order within carefully prescribed ethical and constitutional restriction. This mission contains the following elements:

- Prevention of Criminality
- Repression of Crime
- Apprehension of Offenders
- Recovery of Property
- Regulation of Non-criminal conduct
- Performance of miscellaneous services

UDGETARY DATA:

| | | | |
|---------------|-------------|---------------------|----|
| Salaries | \$2,989,711 | Number of employees | |
| Expenses | 90,839 | Full time | 57 |
| Capital items | 92,188 | Part time | 14 |

FY '97 HIGHLIGHTS:

Many successful community oriented programs have been continued throughout the fiscal year. Those programs which involve positive police interaction with youth, such as the CARE program, were considered to be the centerpiece part of the police department's efforts to strike at the root causes of crime and remain strongly involved in community oriented police activities. During this past year there were only three cases reported to the police involving illicit drug use at the high school, down from seventeen during the last fiscal year. Although increases in underage alcohol use tempers our enthusiasm, we will consistently continue to present preventative educational programs, which, when coupled with a zero-tolerance enforcement policy, has proven to be a successful approach to this nationwide dilemma. Enforcement of tobacco laws continued with the result of an overall compliance rate of ninety percent by vendors in town. Over the year we participated in a cohesive effort, in conjunction with other town agencies, to encourage our youth to make good and healthy decisions about their behavior. Also in that direction we have provided several positive opportunities for all young people to succeed, such as basketball tournaments and ski trips. The juvenile diversion program continued to be a major tool in keeping young people on the right track while generating hundreds of hours of community service. In May, the Needham Police bicycle patrol program continued throughout the town with the necessary funding through state grant moneys. The "bike" program has resulted in designated officers conducting patrol and public interaction activities during the spring, summer and fall months for a total of 125 days, approximately 1200 hours.

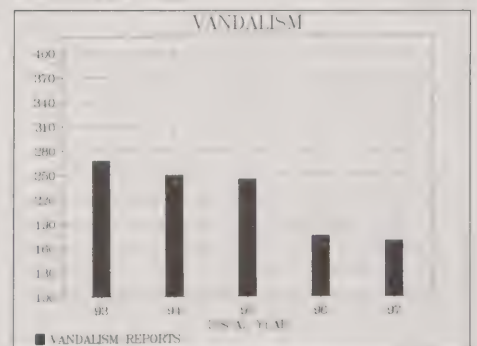
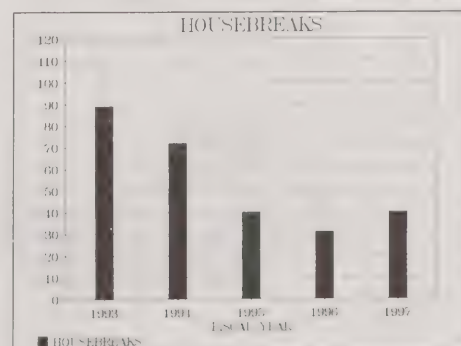
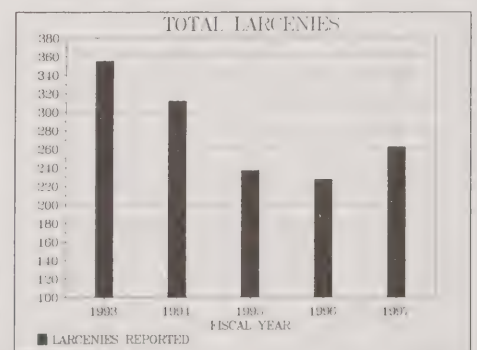
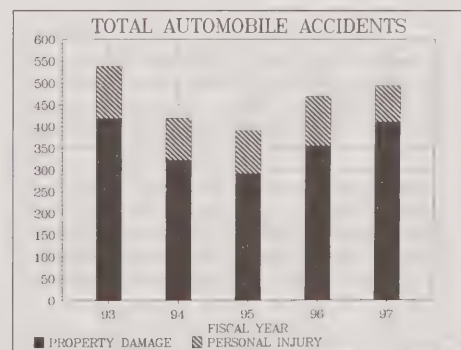
Considerable investigative effort resulted in the arrest and prosecution of several offenders who were involved in the importing of drugs into Massachusetts from other states. In February, three men were arrested in such an operation for trafficking a controlled narcotic substance known as "ecstasy." Thirty two grams of this drug, mostly popular on the west coast, were seized in the operation, one of the largest such seizures in the state of Massachusetts to that date. About a month later, the detection of a shipment of about fifteen pounds of marijuana, en-route to a destination in the city of Boston, resulted in the arrest and prosecution of two Boston men. In another case, two other men were arrested and charged with participating in over 100 greater Boston area housebreaks. These cases, all the result of multi-jurisdictional, drug interdiction and property crime investigations, resulted in substantial recovery of stolen property and in the seizure of automobiles used in connection with the drug related crimes. We feel that these operations, where our officers and detectives work in concert with officers and agents of various state, local and federal agencies, are the type of crime-control measures which maintain the department's solid reputation for outstanding police work and contribute substantially to making our town a safer community. In February, after designated officers attended training provided by the State Emergency Telecommunications Board, we were pleased to announce the initiation of enhanced 911 (E-911) service. This service, which provides the public safety dispatcher with the address from which an emergency call is placed, will result in more reliable emergency response, especially in cases where the caller is disconnected, or otherwise unable to speak with the dispatcher. Overall, initial reports indicate that a total of 1884 calls were received between February and the end of June. In April, four civilian dispatchers were

hired, and after receiving 200 hours of training including professional dispatch procedures, first responder, cardiopulmonary resuscitation, computer aided dispatch and department orientation, they were merged with police officers in the dispatch area. In June, joint police and fire dispatch operations, which combined call answering, processing, dispatching and emergency response for both the police and fire departments was initiated. This project required many hours of detailed planning and remodeling and it will hopefully result in more effective and efficient public safety service and emergency response.

Enhancement of the automated incident reporting system provided for the electronic reporting of crime index information to the FBI through the National Incident Based Reporting System (NIBRS), which has been the most recent development and enhancement of Uniform Crime Reporting (UCR). While participation in such programs is essential for any modern law enforcement agency, it also demonstrates the commitment the department is making to keep the community safe.

FY98 FORECAST

- To continue to develop a well trained and motivated team of disciplined personnel who are ready and able to meet the law enforcement needs of the community
- To continue to offer positive alternatives and drug education to youth and to involve more parents in educational efforts which also target teen alcohol abuse.
- To monitor and improve upon joint public safety dispatch operations.
- To continue to develop policies and practices which address the needs of the community and provide effective, efficient law enforcement service.



PUBLIC SAFETY

NEEDHAM FIRE DEPARTMENT



Robert A. DiPoli,
Fire Chief

MISSION STATEMENT

To provide to the Town of Needham an effective, well-trained team of professionals, to protect the lives and property of its' residents through fire suppression, emergency medical services, emergency disaster preparedness, fire inspections, and fire prevention through education, in the most cost-effective manner possible.

BUDGETARY DATA

| | |
|----------------------|---------------------|
| Salaries | \$3,739,884. |
| Purchase of Services | 57,723. |
| Expenses | 87,985. |
| Capital | 16,986. |
| TOTAL | \$3,902,578. |

In FY97, the Fire Department employed 70 full-time employees.

FY97 SUMMARY of INCIDENTS

| | |
|---------------------|--------------|
| Fire | 186 |
| EMS | 1,454 |
| Service Calls | 1,053 |
| False Calls | 555 |
| Miscellaneous Calls | 503 |
| TOTAL | 3,751 |

Miscellaneous calls include over pressure rupture calls, hazardous conditions and good intent calls. In addition, there were numerous Fire Prevention and Public Information Calls.

COST OF FIRE AND EMERGENCY MEDICAL SERVICES

The cost of fire and emergency medical services provided by the Fire Department averaged \$137.49 per year, per person or \$.38 per day, per person in FY97.

FY97 HIGHLIGHTS

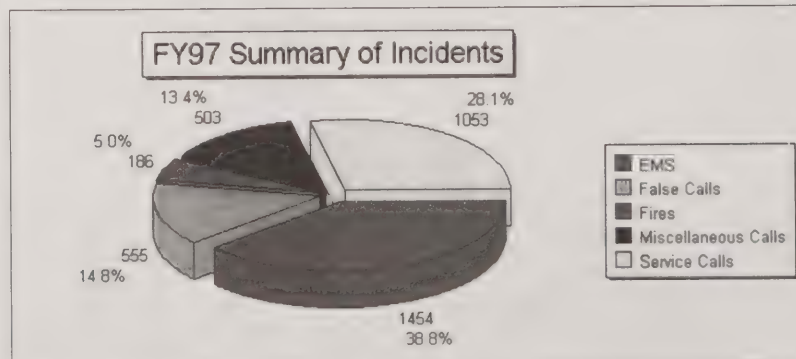
- The department was again the recipient of the Student Awareness of Fire Education (S.A.F.E.) grant. Over 2,000 children in Grades K - 5 were educated on recognizing the dangers of fire, what to do in the event of a fire, the dangers of smoking, and the hazards associated with smoking-related materials.
- The department participated in the Youth Commission's Juvenile Diversion Program. Several youths, under firefighter's supervision, performed tasks around the fire station as community service.
- In June, the Joint Fire-Police Civilian Dispatch Center commenced operation.
- The Fire Chief, Deputy Chief of Operations and Management Analyst participated as members of the Comprehensive Community Health Committee.

- The department filled 324 fire/EMT details for projects such as welding, blasting, large public assemblies, and sporting events.
- The Fire Prevention Bureau issued 1,093 permits and collected \$26,296.50 in revenue.
- Fifty-one underground tanks were removed under the provisions of M.G.L., Chapter 148, and 527 C.M.R., 9:00.
- The Fire Prevention Bureau continued to inspect for properly placed, working smoke detectors upon the sale or transfer of homes. This year 575 homes were inspected.
- In addition, 467 permits were issued for oil burner inspections, L.P.G. tank inspections, blasting, etc.
- The Fire Prevention Bureau inspects all nursing homes and hospitals every three months. In FY97, 28 inspections were conducted.
- Several firefighter training courses were offered during the year including Incident Command System, Firefighter Safety, Ice Rescue, and E911.
- Many firefighters took advantage of courses offered at the Massachusetts Firefighting Academy in Stow.
- The Emergency Medical Services Division responded to 1,454 calls and collected \$203,910. in revenue.
- Two firefighters have undertaken an intensive paramedic training course.
- Emergency medical data informational kits are available free of charge to residents of the community.
- A DOT refresher course was held.
- The department was re-certified in CPR and the semi-automatic defibrillator.
- Our affiliation and participation with the Metro Fire Haz Mat Team continues with Firefighter/EMT Bryan Campbell as our team member.
- The Fire Alarm division collected \$60,960. in Master Box subscriptions and \$2,025 from fire alarm and sprinkler permits.
- A major undertaking of the Fire Alarm division was the consolidation of the fire and police dispatch centers to form the new joint civilian dispatch center.

- The Fire Alarm division installed a new base radio system for the fire department.
- Fire alarm personnel made approximately 584 visits to businesses within Town to check on fire protection systems which had master fire alarm box installed. Approximately 150 trips to businesses without a master fire alarm box installed.
- During his first full year as Director of Emergency Management, Deputy Fire Chief Charles J. Rizzo re-organized the Emergency Management Operations Center at 60 Dedham Avenue.
- Emergency Management purchased new radio equipment, while the Federal Emergency Management Agency donated a new computer and printer to the Center. In addition, a fax machine was donated.
- The Town's Comprehensive Emergency Plan was up-dated in accordance with Federal, State and Local laws.
- During the severe rainstorm of October 2, 1996 and the blizzard of April 1, 1997, the Emergency Management Operations Center as well as the emergency shelter at the Pollard Middle School was activated.

FY98 FORECAST

- New state-of-the-art turnout gear by Morning Pride has been ordered for each firefighter and should arrive by mid-September.
- We look forward to Enhanced 911 going into operation.
- We anticipate receiving Fires 2000 training on our computer system.
- The department is hoping to upgrade our current EMT service to advanced life support (ALS), with additional firefighters being trained as paramedics.
- The Fire Alarm division is designing a new cable layout to be installed between Fire Station 1 and Fire Station 2.
- The Fire Alarm division is hoping to conduct a propagation survey throughout town to study the validity of radio fire box use.



BUILDING DEPARTMENT



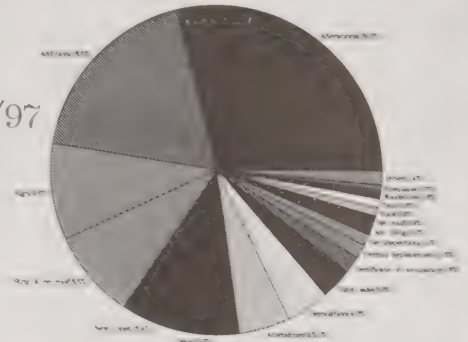
Armand LaVigne,
Building Inspector
Ernest
Hohengasser,
Wiring Inspector

PURPOSE

This department is responsible for reviewing applications and plans to construct, alter and demolish any building or structure, for compliance with applicable Zoning By-Laws, Massachusetts State Building Code, Massachusetts State Fuel, Gas and Plumbing Code, Massachusetts State Electrical Code, Town of Needham Sign By-Law and the enforcement of Massachusetts requirement for dealer of Weights & Measures.

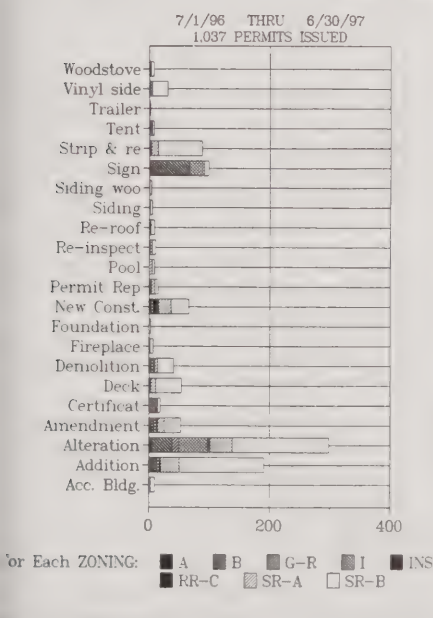
The Massachusetts State Building code also requires this department to inspect public buildings. There are 14 places of worship, 15 day care sites, several state group homes, 7 nursing home facilities, Deaconess-Glover Hospital, The Charles River Association for Retarded Citizens, 7 public schools, 4 private schools, 982 apartment units and 247 hotel units and approximately 45 other places of assembly that require inspections throughout the year to insure that these structures comply with the Building code for public safety, ingress and egress.

7/1/96 THRU 6/30/97
1,037 PERMITS ISSUED



#of permits issued/Fees collected

| | 1993 | 1994 | 1995 | 1996 | 1997 |
|--------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Building | 794/\$210,519. | 723/\$399,835. | 885/\$327,479.06 | 842/\$322,322. | 929/\$362,855.20 |
| Plumbing | 695/\$ 19,615. | 744/\$ 20,880. | 652/\$ 24,415. | 796/\$ 24,900. | 748/\$ 24,380. |
| Gas | 314/\$ 7,355. | 257/\$ 5,945. | 287/\$ 6,785. | 283/\$ 7,560. | 281/\$ 6,610. |
| Wiring | 756/\$ 38,573. | 717/\$ 44,471. | 859/\$ 55,581.25 | 926/\$ 59,418.75 | 985/\$ 51,758.03 |
| Signs | 37/\$ 1,500. | 44/\$ 2,210. | 79/\$ 3,270. | 59/\$ 2,190. | 99/\$ 3,380. |
| Swimming Pools | 6/\$ 275. | 5/\$ 200. | 4/\$ 175. | 14/\$ 550. | 9/\$ 375 |
| Weights & Measures | | | \$ 3,423.50 | \$ 1,691.15 | \$ 4,016 |
| Miscellaneous Fees | \$ 6,539.50 | \$ 3,126.50 | \$ 4,522.25 | \$ 3,968.25 | \$ 4,808.65 |
| Totals | 2602/\$284,376.50 | 2490/\$476,667.50 | 2766/\$425,651.06 | 2920/\$422,600.15 | 3051/\$458,182.88 |



| | 1993 | 1994 | 1995 | 1996 | 1997 |
|--|------|------|------|------|-------|
| New Single Family Dwellings | 34 | 34 | 35 | 42 | 56 |
| New Two Family Dwellings | - | - | - | 6 | 4 |
| New Non-residential Buildings | 5 | 2 | 3 | 4 | 6 |
| Conversion to Two Family | | | | | |
| Add/Alter Existing Residential Buildings | 561 | 549 | 700 | 611 | 785 |
| Add/Alter Existing Non-residential Buildings | 145 | 109 | 113 | 133 | 136 |
| Demolish or Relocate | 42 | 29 | 34 | 46 | 41 |
| Swimming Pools | 6 | 5 | 4 | 14 | 9 |
| Signs | 37 | 44 | 79 | 59 | 99 |
| Total | 830 | 772 | 968 | 915 | 1,037 |

Responding to inquiries about what one is allowed to do at their property has been a major responsibility of the Inspector of Buildings. It is the Inspector who must determine that all permits for additions and uses of properties, both residential and non-residential, conform to the Town of Needham Zoning By-Laws.

The Building Inspector also advises those residents who are not in conformance with the Zoning By- Laws of that fact and sees that the necessary corrections are made.

Number of employees:

| | |
|---------------------|---|
| Full-time | 3 |
| Permanent part-time | 4 |
| Part-time | 6 |

BUDGETARY DATA

| | |
|---------------------|-------------|
| Salaries | \$202047.00 |
| Purchase of Service | \$1400.00 |
| Expenses | \$5707.00 |
| Capital Outlay | \$0.00 |
| Total | \$209154.00 |

This Department issued a total of 3051 permits and collected \$458182.88 this year in permit fees.

PUBLIC FACILITIES

PUBLIC WORKS DEPARTMENT



Richard P. Merson, Director of Public Works
James J. Courchaine, Superintendent Water and Sewer Division
John F. Cusick, Superintendent Park Division
David F. Greenwood, Town Engineer
Roger A. Stolte, Superintendent Highway Division
Steven Hawes, Superintendent Garage Division

BUDGETARY DATA: DPW GENERAL FUND DIVISIONS

| | |
|----------------------|--------------|
| Personal Services | \$2,170,524. |
| Purchase of Services | 1,278,094. |
| Expenses | 330,321. |
| Capital Expenses | 0. |
| Snow & Ice | 297,221. |
| Total | \$4,076,160. |

BUDGETARY DATA: ENTERPRISE FUNDS

| | <u>WATER DIVISION</u> | <u>SEWER DIVISION</u> |
|----------------------|---------------------------|---------------------------|
| Personal Services | \$ 555,196. | \$ 380,201. |
| Purchase of Services | 236,377. | 115,904. |
| Expenses | 197,775. | 58,306. |
| Capital Expenses | 103,376. | 0. |
| Emergency Expenses | 171. | 6,969. |
| Debt Expenses | 796,875. | 984,146. |
| MWRA Expenses | 249,839. | 3,660,488. |
| Total | \$2,139,609. | \$5,206,014. |

Number of Employees

Full Time - 83
Part Time - 16

FY'97 HIGHLIGHTS:

Recycling markets continue to improve. Recycled 29½ percent out of the solid waste stream.

Shipped 8,841 tons of rubbish to Wheelabrator Millbury (burn to energy plant).

Buried 7,310 tons of material generated by the Town and 60,447 tons of construction & demolition material in the landfill.

Entered into contract with Browning-Ferris Industries Inc. (BFI) to process the Town's

recyclables at their BFI Transcyclery in Auburn, MA, for a 3 year period.

Recycled 2,116 tons newspaper and mixed paper, including phonebooks and magazines. 461 tons of commingle, including glass, aluminum and tin cans, milk and juice cartons and #1-#7 plastic containers, and 171 tons of corrugated cardboard.

Removed 433 tons of metal and 21 tons of tires from the waste stream.

Goodwill received 139 tons of textiles.

Composted 3,684 tons of yard waste.

12,396 Disposal Area user stickers were purchased.

Reconstructed and resurfaced 3.20 miles of roadway - Evelyn Rd., Bower St., Laurel Ct. and a section of Webster St.

Reconstructed 16 American Disabilities Act (ADA) handicap ramps.

Placed 570 tons of asphalt for road patch, 79 tons of asphalt for leveling course of stone sealed roads, and 126 tons of asphalt for sidewalk repair.

Stonesealed 7.30 miles of roadway & placed 2,868 gallons of crackseal on 15 roadways.

Loamed and seeded 3 miles of berm.

Responded to and completed 423 work order requests, including repair of berms, fence potholes, driveway aprons, parking meters and sign replacement.

Provided engineering support & inspection services for Pollard School playing fields; an engineering design for the Hillside and Mitchell Schools playing fields renovation; irrigation and for the drop-off/pick-up area and parking lots for the Elliot, Mitchell, and Broadmeadow Schools.

Completed engineering design for the Gretna Plain Avenue rehabilitation project and submitted to State Highway Department.

Began engineering for the Hunnewell St./Wellesley intersection redesign.

Began joint preliminary engineering with the City of Newton for the Highland Ave./Needham St. corridor rehabilitation project.

Performed survey work, engineering study layout to upgrade Eaton Square, Chapel St. & Chestnut St. parking lots, realignment of the Charles River St./Central Ave. intersection, installation of sidewalks, curbs and handicap ramps on Central Ave. and various intersections along the Oak and Walnut Streets area.

Performed survey work and engineering layout of Recycling & Transfer Station (RTS) expansion, new access road and wetlands flagging for landfill closure project.

Provided engineering review of several subdivisions and site plans for Planning Board.



The greenhouses at the Joshua Lewis Estate

PUBLIC FACILITIES

Loamed, seeded and sodded worn areas of Cricket and DeFazio soccer and lacrosse fields.

Repaired and expanded Small and DeFazio Fields baseball backstops.

For a second year, Needham recognized as one of the Tree City USA communities.

Pollard School & Greene's fields are reconstructed in the second year of the 5 year phase-in program whereby DPW assumes responsibility of public school grounds. DPW also assumed maintenance of Greens field playground and Pollard School new bleachers.

Due to April 1 snow storm, the Parks Division responded to several hundred requests, including damage to numerous trees resulting in tree and stump removals and pruning. This storm eliminated the spring planting season.

Parks Division responded to 266 work order requests, removed 99 trees and planted 23 trees.

Responded to 76 emergency calls (after hours), including 9 storm drain blockages, 15 sewer main blockages, 13 sewer pump station failures, 32 personal property damage, and 2 emergency utilities mark outs for contractors.

Repaired 18 water pipe leaks, including 6 water main breaks and 12 water service leaks.

Replaced 6 hydrant gate valves and repaired 50 hydrants.

Replaced 80 water curb boxes, and replaced 75 ball valves inside homes for water meters. Replaced 212 stopped or old water meters.

Installed 254 second water meters (for outdoor watering).

Responded to 142 emergency calls (after hours), 1,500 scheduled appointments and

50 unscheduled appointments.

| | |
|---------------------------|---------------|
| Administration Division | \$ 206,626. |
| Snow & Ice | 297,221. |
| Garage/Equipment Division | 295,846. |
| Sewer Enterprise | 5,206,014. |
| Highway/RTS Division | 2,191,624. |
| Water Enterprise | 2,139,609. |
| Park Division | 631,682. |
| Drains | 166,633. |
| Engineering Division | 286,528. |
| Total | \$11,421,783. |

Finalize Department of Environmental Protection (DEP) Consent Order for closure of landfill on December 31, 1997.

Complete re-design of Recycling and Transfer Station to increase safety and user friendliness, and meet State mandate to recycle 40% out of solid waste stream.

Continue maintenance of Town roads, sidewalks, curb, grass berms, signs, parking meters, traffichlights and street sweeping.

Complete reconstruction of 33 of the 66 ADA mandated sidewalk handicap access ramps.

Train a minimum of 4 Highway Division personnel in the computer pavement management program.

Oversee construction improvements at Hillside & Mitchell Schools, Hunnewell St. rehabilitation, Eaton Sq. & Chapel St. parking lots rehabilitation, Charles River St./Central Ave. intersection reconstruction; installation of sidewalks, granite curbing and handicap ramps & repaving of Central Avenue, from Great Plain Ave. to Hunnewell St., and the rehabilitation of a portion of Great Plain Ave.

Continue survey work associated with Landfill closure project.

Evaluate and mark out grade crossing warnings and signage for all railroad grade crossings.

Provide survey and engineering design for realignment of Webster St./Harris Ave. intersection, drainage at Fuller Brook Rd, Great Plain Ave, Mt. Vernon St, and Highgate St. at Hillcrest Road; sewer main extension in Mayflower Rd. area, Mellen St. and Canterbury Ln rehabilitation projects.

Continue engineering work with the State Highway Department to develop Chestnut St. turn-back project and Wellesley Ave./Hunnewell St. intersection redesign project.

Renovation of Hillside & Mitchell Elementary Schools playing fields as the third year of 5 year phase-in program whereby DPW assumes responsibility of public school grounds.

Install water bubblers at Newman & Pollard Schools and Central Ave. playing field.

Sod Memorial Park and DeFazio Fields baseball diamonds.

Continue athletic field maintenance and renovate the Walker Gordon and Riverside athletic fields.

Install security fence at Dunster Road and Birds Hill Water Tanks.

Start construction of the Charles River Water Treatment Facility which will remove iron, manganese to improve corrosion control of the Town's water supply.

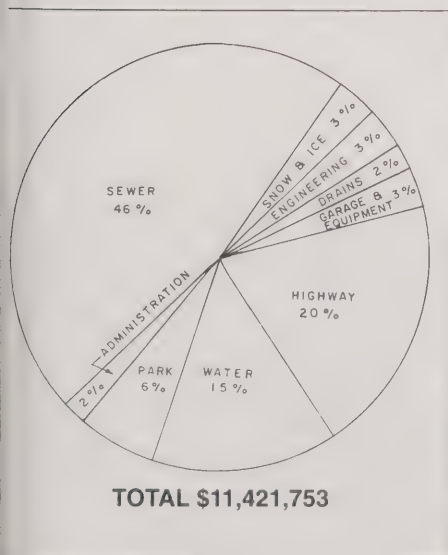
Finalize design of West St. Sewer Pump Station to improve sewer pumping efficiency and safety.

Reconstruct Webster Street utilities to upgrade drain, water and sewer systems.

Begin engineering design for sewer main rehabilitation in the High Rock St. area.

Continue to eliminate inflow & infiltration of the Town's sewer system.

HOW THE FUNDS WERE EXPENDED



Mitzi Friedman, John and Betty Wyeth at the Zirngieble grave at the Needham Cemetery

PUBLIC FACILITIES

MUNICIPAL BUILDING MAINTENANCE BOARD



Carl Valente, Chairman
Pat Ruane
Richard Merson
Patricia Carey
Ann MacFate
Not pictured,
Mark LaFleur, Director

HISTORY AND PURPOSE

Following a three-year study by the Town Meeting - appointed Buildings and Grounds Study Committee, the Municipal Building Maintenance Board was established by vote of the November 1994 Special Town Meeting and a November 1995 Town Charter change. Prior to the creation, maintenance and custodial care of buildings was decentralized among six different departments, each with its own level of standards for maintenance and cleanliness.

The Municipal Building Maintenance Board identifies, plans for, coordinates, and executes routine daily maintenance and custodial care of all Town buildings. In addition, it formulates long-range building-related capital needs, including cost estimates and feasibility assessments for planning purposes.

On July 1, 1996, the Board hired Director, Mark LaFleur and charged him with coordinating maintenance and custodial care of all Town buildings, bidding town-wide contracts for contracted maintenance, and providing a consistent level of training and supervision for fifty-one full-time custodial and maintenance employees.

Buildings cared for and maintained by the Municipal Building Maintenance Board include: Town Hall, Public Safety Building, Highland Avenue Fire Station, Public Library, DPW Main Building, Ridge Hill Reservation (3 buildings), Carleton Pavilion, Stephen Palmer (Council on Aging), Needham High School, Pollard Middle School, Newman Elementary School, Mitchell Elementary School, Hillside Elementary School, Broadmeadow Elementary School, Eliot Elementary School, High Rock School Building, Emery Grover School Administration Building, and the Daley Maintenance Building.

BUDGETARY DATA FY '97

| | |
|----------------------|--------------|
| Salaries | \$ 1,569,392 |
| Purchase of Services | 1,187,278 |
| Expenses | 235,606 |
| Capital | 40,000 |
| Total | \$ 3,032,276 |

FY'97 HIGHLIGHTS

Painted the entire exteriors of the Town Hall and the Public Library.

Removed six thousand square feet of asbestos-containing floor tile from the Pollard Middle School. Removed two hundred linear feet of asbestos-containing pipe insulation from the Town Hall. Removed all asbestos boiler convering and pipe insulation from the Public Library's boiler room.

Renovated the Cricket Fieldhouse by replacing the shingled roof, replacing rotted exterior wood trim, and painting the entire building exterior.

Completed "ADA" (Americans with Disabilities Act) modifications not done with the 1993-94 Pollard Middle School renovation.

Rehabilitated the Newman Elementary School HVAC system. All fan room components and temperature controls were replaced or rebuilt to function as originally designed.

Constructed a KASE (Kindergarten After School Enrichment Program) room in former storage space at the Eliot Elementary School.

Wired the Broadmeadow and Eliot Elementary Schools for network computer and internet access.

Painted all ceilings and lockers at the Hillside Elementary School.

Carpeted all kindergarten and first grade classrooms at the Hillside Elementary School.

Installed a partial energy management control system at the High School.

Removed the two thousand gallon underground gasoline storage tank from the Daley Maintenance Building. The Commonwealth of Massachusetts partially funded this project by awarding the Town a \$1,825. grant.

Removed a 5,000 pound cabinet-style safe (via crane) from the Town Hall Accounting Office, located on the second floor.

Made repairs to the High School "A" gymnasium hardwood floor and roof. These were done with the help of State Representative Lida Harkins, who attained a bid waiver from the Commonwealth of Massachusetts Department of Capital Planning and Operations. Extensive damage was sustained during the weekend of October 19-20, 1996, when Needham received over seven inches of wind-blown rain. Repairs took ten weeks but were completed in time for the 1996-97 High School basketball season.

Began "ADA" modifications at the High School, necessary because of a 1992 complaint filed with the

Federal Office of Civil Rights. The project is scheduled for completion in the fall of 1997. The majority of the work involves elevator, fire alarm, and door modifications.

Made structural repairs to several basement

level storage vaults in the Town Hall. The core of the repairs involved the installation of ceiling/wall mounted "I" beam steel supports.

Upgraded and expanded the High School and Eliot Elementary School security systems.

Installed electrical outlets at the DeFazio Field "Tot Lot" playground, via underground conduits. In addition, an "ADA" complaint water bubbler was installed. Replaced the roof over the garage and Archive Room at the Public Library.

FY'98 FORECAST

The Municipal Building Maintenance Board anticipates professional assessments being undertaken to evaluate the condition of and prioritize the repair/replacement of school roofing systems, Town building mechanical systems and school parking lot/sidewalks for both short-term repair and long-term replacement planning.

BOARD OF HEALTH



Alan K. Stern
A. Raymond Taurasi
Fredric Cantor, Director

Not pictured,
Edward Cosgrove

BOARD OF HEALTH

Elected by the citizens of Needham, the Board of Health is empowered by the Massachusetts General Laws to enforce state and local public health and environmental regulations. The mission of the Board of Health is to preserve, protect and improve the public health and social well-being of the citizens of Needham by promoting health and preventing disease and environmental pollution.

BUDGETARY DATA

| Number of Employees | Grant-Funded Employees | TOTAL |
|---------------------|------------------------|------------------|
| Full-time 4 | 1 | 5 |
| Part-time 3 | 2 | 5 |
| Salary | | \$195,507 |
| Expenses | |7,288 |
| Total | | \$202,795 |

MENTAL HEALTH / MENTAL RETARDATION/EMERGENCY SHELTER

| | |
|--------------------------|-----------------|
| Mental Health Agencies | \$20,661 |
| Charles River Industries | 4,580 |
| Total | \$25,241 |

RECEIPTS

| | |
|------------------|--------------|
| Clinics | 5,402 |
| Nutritional/Misc | 867 |
| Permits | 7,763 |
| Traveling Meals | <u>7,321</u> |
| TOTAL RECEIPTS | 1,353 |

HEALTH CARE AND HUMAN SERVICES

PUBLIC HEALTH NURSING:

The public health nurses continue to offer health promotion, counseling, screenings, and immunizations, and investigate communicable diseases reported in the community. The Public Health Nurses license and conduct health and safety evaluations of the nursery schools, day care programs, after-school programs, summer camps and tanning parlors within the town.

They coordinate human service programs such as the Federal Fuel Assistance Program, the Good Neighbor Programs, the Salvation Army Local Unit and Federal Emergency

Management Agency Assistance Program. The nurses also administer the food stamp program for the elderly and the disabled in the Town. The Public Health Nurse co-chairs the newly formed Domestic Violence Action Committee.

The following communicable disease statistics represent those reported during the last three years, along with some of the screening programs and activities that the nurses performed during the year:

Communicable Disease

| | FY95 | FY96 | FY97 |
|------------------|------|------|------|
| Amebiasis | 0 | 0 | 0 |
| Campylobacter | 8 | 5 | 9 |
| Chicken Pox | 59 | 30 | 41 |
| E-Coli | 0 | 1 | 0 |
| Giardiasis | 6 | 9 | 4 |
| Group A Strep | 0 | 0 | 1 |
| Hepatitis B | 0 | 4 | 2 |
| Hepatitis C | 0 | 1 | 0 |
| Legionellosis | 0 | 0 | 1 |
| Listeria | 0 | 1 | 0 |
| Lyme Disease | 2 | 2 | 2 |
| Meningitis | 2 | 1 | 0 |
| Pertussis | 11 | 2 | 6 |
| Rabies (animals) | 0 | 2 | 3 |
| Salmonellosis | 9 | 12 | 8 |
| Shigellosis | 5 | 0 | 1 |
| Tuberculosis | 2 | 3 | 0 |
| Legionellosis | 0 | 0 | 1 |

Animal Bites

| | | | |
|-------|----|----|----|
| Cats | 7 | 7 | 5 |
| Dogs | 27 | 11 | 14 |
| Other | 1 | 1 | 1 |

Screening Programs:

| | | | |
|--|------|------|------|
| Colo-Rectal Cancer | 77 | 63 | 60 |
| Employee Office Visits | 496 | 330 | 509 |
| Glaucoma | 64 | 55 | 30 |
| Hearing | 428 | 100 | 423 |
| Hemoglobin | 9 | 17 | 23 |
| Mantoux Testing | 211 | 305 | 210 |
| Pb (lead) Blood Test | 4 | 8 | 4 |
| Pediculosis Screening | 433 | 98 | 507 |
| Postural Screening | 162 | 217 | 50 |
| Skin Cancer Screening | 113 | 145 | 55 |
| Vision | 352 | 145 | 338 |
| Wellness Office Visits | 1860 | 1740 | 1818 |
| Health Telephone Consults | 1683 | 1587 | 1752 |
| WIC (Women/Infants/Children) Sessions: | 20 | 24 | 24 |
| Families: | 60 | 30 | 83 |
| Wellness Clinic — Visits (new) | | 235 | 243 |

Immunizations:

| | | | |
|--|------|--------|--------|
| Hepatitis B | | | 270 |
| Influenza (doses administered and distributed) | 2500 | 2700 | 2700 |
| Other Immunizations administered | 22 | 51 | 49 |
| Local Area Vaccine Distribution | | 17,427 | 18,159 |

Licensed Facilities:

| | | | |
|-----------------------|-----|------|------|
| Day Camps | 3 | 3 | 6 |
| After School Day-Care | 3 | 3 | 5 |
| Day Care Facilities | 13 | 13 | 16 |
| Total Enrollment- | 928 | 1088 | 1089 |
| Health Evaluations- | | 69 | 110 |
| Tanning Parlors | 3 | 4 | 4 |
| Health Evaluations- | | 14 | 8 |

Assistance and Human Service Programs:

| | | | |
|--|-----|-----|-----|
| Coordinate Local Assistance (families) | 83 | 91 | 125 |
| Federal Energy Assistance (families) | 157 | 147 | 143 |
| Health Guidance Home Visits | 54 | 96 | 63 |
| Salvation Army/ Good Neighbor (families) | 17 | 26 | 24 |

MENTAL HEALTH:

- The Town of Needham supports funding to Riverside Community Care as a payor of last resort for health and mental health services to children and adults without health insurance. The range of services offered in FY97 include:
- The Needham Outpatient Center provided counseling and medication services to 137 clients. Individual, family and group counseling were provided for problems such as depression, domestic violence, child abuse, substance abuse, and anxiety/phobias.
- The Multi-Service Center provided Needham adolescents in crisis with 81 bed nights. In addition to the emergency shelter services the adolescents received individual family and group counseling.
- The Lifeskills Adolescent Day Program provided services to 14 Needham adolescents (ages 12-18) who were temporarily unable to function in a school setting due to severe emotional problems.
- Home-based Stabilization Services provided intensive family counseling and advocacy for two children in Needham who were at risk of hospitalization or a more restrictive school or out-of-home placement.
- Early Intervention services (for developmentally at risk children age birth to three) were provided to 50 Needham children and their families.
- The L.A.D.D.E.R.S. Program is a new affiliation between Riverside Community Care and Mass. General Hospital. Two pediatric neurologists and a child psychiatrist provide evaluations to children with a wide range of neurological issues.
- The Riverside Crisis Intervention Service provides 24 hour a day, seven days a week on-site and mobile teams for area residents with psychiatric and substance abuse emergencies.

HUMAN SERVICES

MENTAL RETARDATION / DEVELOPMENTAL DISABILITIES:

The Charles River Association for Retarded Citizens, Inc. provides the following services for people with retardation and/or developmental disabilities and their families in the Town of Needham and many surrounding towns:

- Family Support
- Recreational
- Vocational—Charles Rivers Industries (CRI)
- Residential—Community Living Program (CLP)
- Advocacy

The following services are provided by Charles River Industries:

- Competitive Job Placement / Supported Work / Day Activity
- Senior Choice Program—a work/recreational program
- Lawn Busters—a Lawn Care service
- Clean Sweep—a moving in/out House Cleaning service

For a complete Annual Report contact:
Charles River ARC, P.O.Box 169, Needham,
MA 02192 (781) 444-4347

PUBLIC HEALTH NUTRITION:

Weight management, behavior modification classes and nutrition counseling at the Board of Health has been discontinued due to reduction of the public health Nutritionist's hours.

The Public Health Nutritionist is responsible for coordinating the Traveling Meals program; providing in-home health counseling for all participants. The Deaconess-Glover Hospital prepares meals which are nutritionally balanced and enjoyed by the participants.

The Traveling Meals Program celebrated its 25th anniversary on November 15, 1996. The home delivered meals programs started with one meal delivered on November 15, 1971 and has grown to 10,686 meals packed and delivered by over 80 volunteers. The late Dorothea Willgoose, Director of Continuing Care at Glover Hospital, was instrumental in establishing the program.

The Nutritionist also serves as a health agent and helps inspect food service establishments throughout Needham.

| | |
|--------------------------------|-----|
| Health Information Phone Calls | 144 |
| Senior Keep Well Clinics | 2 |
| Food Safety Classes | 2 |

AIDS COMMITTEE

The Town Wide HIV/AIDS committee, formed in 1993, consists of 14 voting members and other volunteers, and represents many town boards and community groups. The mission of the Town wide HIV/AIDS Committee is to educate the community about HIV/AIDS.

Activities have included:

- World AIDS Day Candle Lighting Ceremony;
- Organizing a Team for the AIDS Pledge Walk;
- Hosting the Names Quilt;
- Volunteer commitment to the Boston Living Center;
- Dissemination of educational information and displays;
- Speakers, panels, Adult Education seminars;
- Liaison to Town boards.

The AIDS Committee welcomes new members and volunteers. Call the Board of Health at 455-7523 for information.

ENVIRONMENTAL HEALTH

Environmental health activities are determined

by public demand, legal mandate, complaints, licensure, permit requirements, inquiries, and regulatory enforcement of Board of Health, State Sanitary Code, Department of Environmental Protection, Right-to-Know, and other State and federal regulations. Below is a listing of environmental health field inspections and telephone and office consultation performed by the Board of Health environmental health agent in FY97.

TOBACCO CONTROL PROGRAM

The Needham Board of Health, serving as the lead agency in a tobacco control collaborative for the Boards of Health of Dover, Medfield, Needham, and Westwood, received a \$61,412.50 award from the Massachusetts Department of Public Health for a four-town tobacco control program. The Program is supported by the Health Protection Fund established upon passage of voter referendum Question 1 (Tobacco Excise Tax) in November, 1992.

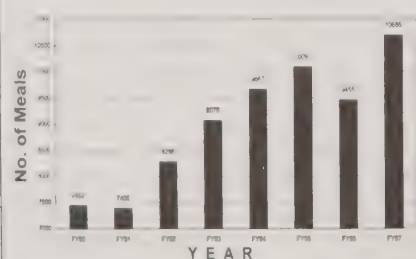
Key elements of the Tobacco Control Program include:

- Tobacco use education and prevention
- Development and enforcement of regulations and laws governing smoking and the prohibition of the sale of tobacco to minors
- Development and enforcement of worksite smoking policies
- Smoking cessation program referrals

Other program functions include:

- Issuance of permits to sell tobacco

Traveling Meals Program (1971-1997)



| | FY95 | FY96 | FY97 |
|--|------|------|------|
| Carbonated beverage inspections/consults | 4 | 4 | 4 |
| Chapter 21E-Environmental consults | 13 | 18 | 42 |
| Food services-initial and follow-up inspections, consults, and plan review | 496 | 355 | 462 |
| Chapter II housing inspections/consults | 96 | 65 | 87 |
| General nuisance inspections/consults | 143 | 95 | 62 |
| Rabies Clinics- | 3 | 3 | 3 |
| Demolition Release inspections/consults | 19 | 44 | 27 |
| Sewage and Sewerage inspections/consults | 198 | 207 | 173 |
| Subdivision field inspections/consults | 18 | 8 | 10 |
| Swimming pool inspections/consult | 23 | 28 | 17 |

| Licenses & Permit: | FY95 | FY96 | FY97 |
|---|------|------|------|
| Animal Permits | 8 | 5 | 8 |
| Bottling Plant Licenses | 1 | 1 | 1 |
| Burial Permits | 267 | 295 | 394 |
| Funeral Directors Licenses | 4 | 4 | 4 |
| Food Establishment Licenses | 90 | 89 | 109 |
| Food Establishment Licenses-Temporary | 6 | 5 | 8 |
| Food Service Plan Review | 5 | 7 | 12 |
| Massage Licenses | 3 | 5 | 10 |
| Semi-Public /Public Swimming Pool Permits | 6 | 5 | 5 |
| Septic Haulers Permits | 8 | 5 | 5 |
| Subsurface Sewage Installation Permits | 5 | 10 | 10 |
| Tobacco Permits | 22 | 22 | 24 |

OUR TOWN

SITUATION

About 10 miles southwest of Boston
Geodetic position of Town Hall:
Latitude 42° 16' 51.567" North
Longitude 71 ° 14' 13.048" West

COUNTY

NORFOLK

POPULATION

29,340 (1997 Annual Town Census)

AREA

Approximately 12.75 square miles

ELEVATION

85 feet above sea level at Rosemary Meadows,
180 feet at Needham Square, 300 feet at Birds Hill.

ASSESSED VALUATION

| | |
|-------------------|---------------|
| Total Residential | 2,589,385,710 |
| Total Commercial | 326,580,760 |
| Total Industrial | 119,563,400 |
| Personal Property | 58,410,770 |

TAX RATE

For the period from 7/1/97 - 6/30/98
\$13.25 - Residential; \$21.45 - Commercial

TAX BILLS

Tax bills are paid quarterly. Payments are due on August 1, November 1, February 1, and May 1. If unpaid by due date, interest will be added according to law from the date due to the date payment is made. *Motor Vehicle Excise is due thirty days from date of issuance.* Water Bills are issued quarterly and are due thirty days from date of issuance.

TOWN HALL

Built in 1902.

TOWN MEETING

Representative Town Meeting
Meets First Monday in May

TOWN CLERK

Office open evenings - 2nd & 4th Tuesdays except
July and August - 3rd Tuesday 7:30 PM - 9:00 PM

ABSENTEE VOTING

All elections

NOTARY PUBLIC/Justice of the Peace

Town Clerk's Office

QUALIFICATIONS FOR REGISTRATION AS VOTERS

Must be 18 years of age and a United States Citizen. Registration at Town Clerk's Office, Monday through Friday, 8:30am - 5:00pm and second and fourth Tuesday evenings 7:30-9:00pm. Special evening registrations of Registrars held proceeding elections.

DOG LICENSES

All licenses expire December 31.
A dog should be licensed when 6 months old.
Proof of rabies vaccination is required
Fee: Neutered Dogs \$10.00
Unneutered Dogs \$15.00

RABIES IMMUNIZATIONS

All dogs and cats must be vaccinated for rabies.

SENATORS IN CONGRESS

Edward Kennedy (617) 565-3170
John Kerry (617) 565-8519

REPRESENTATIVE IN CONGRESS

John J. Moakley (617) 565-3170
Ninth Congressional District

STATE SENATOR

Cheryl Jacques (617) 722-1555

REPRESENTATIVE IN GENERAL COURT

Lida E. Harkins (617) 722-2263

TOWN OFFICES

FIRE DEPARTMENT

88 Chestnut Street

Emergency: 911

PHONE: 455-7580

FAX: 444-2174

HOURS: 24 hours a day

POLICE DEPARTMENT

99 School Street

Emergency: 911

PHONE: 455-7570

FAX: 444-3460

TDD-TTY: 444-5434

HOURS: 24 hours a day

PUBLIC LIBRARY

1139 Highland Avenue

PHONE: 455-7559

FAX: 455-7591

HOURS: M-TH 10am-9pm

F 9am-5:30pm

SAT 9am-5pm

SUN 1-5pm

PUBLIC WORKS

470 Dedham Avenue

PHONE: 455-7534

FAX: 449-9023

HOURS: Mon-Fri 8:30am-5:00pm

SENIOR CENTER

83 Pickering Street

PHONE: 455-7555

FAX: 455-7599

HOURS: Mon-Fri 9am-4pm

TOWN HALL

1471 Highland Avenue

PHONE: 455-7500

FAX: 449-4569

TTD: 455-7558

HOURS: Mon-Fri 8:30am-5pm

TOWN CLERK EVENINGS

2nd and 4th Tues. 7:30-9pm

SCHOOL ADMINISTRATION

1330 Highland Avenue

PHONE: 455-0400

FAX: 455-0417

TTY: 455-0424

HOURS: Mon-Fri 7:45am-4pm

Needham High School

609 Webster Street

Pollard Middle School

200 Harris Avenue

Broadmeadow School

120 Broadmeadow Road

Eliot School

135 Wellesley Avenue

Hillside School

28 Glen Gary Road

Mitchell School

187 Brookline Street

Newman School

1155 Central Avenue

EMERGENCY 911

POLICE911
POLICE TTY444-5434

FIRE/AMBULANCE911
HOSPITAL433-3000

Gas Leak1-800-572-9337
Street Light Outages.....262-4700
Abused Woman Hotline.....471-1234
Poison Center Hotline232-2120
Suicide Prevention Hotline247-0220

Power Outages262-4700
Tree Limbs on Wires262-4700
Child Abuse Hotline843-7010
Rape Hotline326-1111
Sewer Line Backups.....See Yellow pages

BOARD MEETINGS

Board of Health3rd Tuesday or Thursday5:30 PMSenior Center
Board of Selectmen2nd and 4th Tuesdays.....6:45 PMTown Hall
Council on Aging1st Thursdays7:30 PMSenior Center
Library Trustees.....2nd Tuesdays7:30 PMLibrary
Park and Recreation.....2nd and 4th Wednesdays7:00 PMTown Hall
Planning Board1st and 3rd Tuesdays7:30 PMTown Hall
School Committee1st and 3rd Tuesdays7:30 PMNewman School

SCHOOL CLOSINGS

When weather conditions cause schools to be closed or to delay their openings,
PLEASE DO NOT CALL THE SCHOOL DEPARTMENT, POLICE DEPARTMENT, OR FIRE DEPARTMENT. Announcements are made on Cable Channel 3, local television stations, and local radio stations.

ASSESSORS 455-7507

Town Hall, Main Floor
Exemption Applications
Motor Vehicle Excise Questions
Property Assessments
Tax Rate Information

BOARD OF HEALTH 455-7523

Town Hall, Second Floor
Communicable Disease Info/Surveillance
Day care Center (more than 6 children)
Licenses and Health Evaluations
Domestic Animal Permit
Environmental Health Concerns
Food Establishment Permits/Complaints
Food Sanitation Training Programs
Fuel Assistance Program
Health Screening: Blood Pressure, TB, Lead,
Glaucoma, Skin + Colo-rectal Cancer
Home Visits: Health Counseling by
Nutritionist / Nurse
Housing: Requirements for Safe and Sanitary Housing
Immunizations
Influenza Clinics
Lead Paint Determinations
Maternal and Child Health Services
Mental Health Services/Referrals
Nuisance and Sanitation Complaints
Nutrition Consultations
Rabies Vaccination Clinics: dogsandcats
Subsurface Sewage Disposal: Permits and Information on Location
Tobacco Control Program
Traveling Meals Program
Vaccine Depot
Water: Testing for lead/copper

BUILDING DEPARTMENT 455-7542

470 Dedham Avenue
Building Permits
Building Information
Demolition Permits
Gas Permits
Occupancy Permits for Business
Plumbing Permits
Relocating Structure Permits
Roofing Permit
Sealer of Weights and Measures
Sign Permits
Swimming Pool Permits

Tent Permits
Vinyl Siding Permits
Second Water Meters (outside metering)
Wiring Permits
Woodstove Permits
Zoning By-Law Enforcement/Questions

COMMISSION ON DISABILITIES 455-7512
American Disabilities Act Coordinator

CONSERVATION COMMISSION 455-7589
470 Dedham Avenue
Wetlands Information

COUNCIL ON AGING 455-7555
83 Pickering Street
Friends of Needham Elderly
Newsletter: The RIDE Transportation
Saturday DIAL-A-RIDE Service
Senior COMPASS
Senior Center
Senior Crisis Intervention
Senior Health Benefits (SHINE)
Senior Information/Referral
Senior Lunch Program
Senior Tax Return Assistance
Senior Transportation
Social Security Information/Referral
Stephen Palmer Senior Center
Sunday Program
T Passes for Seniors

EMERGENCY MANAGEMENT SERVICES 455-7580

EMERGENCY MEDICAL SERVICES 911

FIRE DEPARTMENT 911

88 Chestnut Street
Emergency Medical Services 911
Non Emergency 444-0142 or 455-7580
Burning Permits (1/15 - 5/1)
Fire Prevention
Fire Inspection - Smoke Detectors
Sprinkler Installation
Underground Fuel Tank Permits

HOUSING AUTHORITY 444-3011
28 Captain Robert Cook Drive

LIBRARY 455-7559
1139 Highland Avenue
Children's Department 455-7560
Reference Department 455-7562
Assistance Equipment for Physically Challenged People
Books
Book Discussion Series
Books-on-Tape

Business Room
Cassettes, CDs, Records
CD-ROM Products
Community Room
Community Information and Referral Database
Dial-Up Access
Exhibits
Friends of Needham Public Library
Friends' Book Sales
Genealogy and Local History
Guest Lecturers
Handicapped Accessible
Information and Reference Services
Inter-Library Loan
Internet Connection
Language Tapes
Large Print Books
Magazines and Newspapers
Minuteman Library Network Member
On-Line Catalog Instruction
Photocopy Machine
Puzzles
Story Hours/Children's Programs
Talking Books for Blind/Physically Challenged
Tax Forms
Town Archives
Videocassette

PARK AND RECREATION 455-7521

Town Hall, Second Floor
Recorded Information 444-7212
Arts in the Parks/Children's Theater
Field/Park Administration
Field/Playground Permits
Mountain Biking Information
Outdoor Skating Information
Parent Guide to Children's Resources
Playground Areas
Program Information/Registration
Rosemary Pool Passes
Seasonal Employment/Volunteer Opportunities
Sports Kit Rental
Sports Organization Information
Tennis Court Passes
Trail Maps
Walking Information

PARKING CLERK INFORMATION 455-7500

Parking Ticket Hearings *are held on:*

Tuesday 4:30 PM - 6:30 PM
Thursdays: 8:00 - 10:00 AM

PERSONNEL 455-7530
Town Hall, Second Floor
Civil Service Exam Information
Town Employment Opportunities

PLANNING BOARD 455-7526*Town Hall, Second Floor*

Flood Maps
 Planning Board Meeting Agendas
 Site Plan Permits
 Subdivision Plans
 Zoning By-Law Information
 Zoning Map Information

POLICE DEPARTMENT 911*99 School Street*

Non Emergency 455-7570
Animal Control 444-1212
 Bicycle Registration
 Firearm Permits
 Town Emergencies (non business hours)
 School Safety Questions

PUBLIC WORKS**DEPARTMENT 455-7534***470 Dedham Avenue*

Emergency (non office hours) 455-7570
 Field/Park Maintenance
 Garbage Collection Information
 Landfill/Recycling
 Parking Regulations
 Pothole Repairs
 Public Tree Maintenance
 Second Water Meters (outside metering)
 Sewer Connections
 Sewer Main Blockages
 Snow Removal Regulations
 Street/Sidewalk Resurfacing Information
 Transfer Station
 Water Connections
 Water Leaks
 Water Main Replacement

RIDGE HILL RESERVATION**449-4923***463 Charles River Street*

Facility Rental Information
 Fit Trail and other trails
 Picnic Areas
 Rangers

SCHOOL ADMINISTRATION**455-0400***1330 Highland Avenue*

Adult and Continuing Education
 Art: K-12
 Athletics
 Community Classroom Program
 Computers: K-12
 Elementary After School Foreign
 Language Program
 Elementary Interactive Spanish Pilot
 Program
 English as a Second Language
 Kindergarten After School Enrichment
 Literary Publications

Minuteman Regional Vocational
 Technical High School 861-6500
 Music: K-12
 Physical Education: K-12
 Remedial Reading
 Science Center
 Special Education: Preschool-12
 Student Exchange Programs
 Summer School

SELECTMEN'S OFFICE**TOWN ADMINISTRATOR 455-7512***Town Hall, Main Floor***Town Wide Information 455-7500**

Alcoholic Liquor License
 Appointments to Boards/Committees
 Automatic Amusement Device License
 Bowling Alley/Billiards/Pool License
 Class I - Dealer License
 Class II - Used Cars License
 Common Victualer License
 Entertainment License
 Second-Hand License
 Selectmen's Meeting Agendas
 Utilities Hearings

TOWN CLERK 455-7510*Town Hall, Main Floor*

Absentee Ballots
 Appointed Committee Members Listing
 Birth Certificates
 Business Certificates
 Census Information/Jury List
 Certification of Petitions
 Death Certificates
 Dog Licenses
 Elected Officials Current Listing
 Fishing and Hunting Licenses
 Justice of the Peace
 Marriage Licenses
 MA Income Tax Forms
 Nomination Papers
 Notary Public
 Raffle Permits
 Residential Street Listing
 Sale of Zoning By-laws
 Sale of Design Guidelines
 Voter Registration

TREASURER/TAX COLLECTOR**455-7504***Town Hall, Main Floor*

Ambulance Bill Payments
 Betterments
 Garbage Collection Registration/Payments
 RTS / Disposal Area Stickers
 Motor Vehicle Excise Tax Payments
 Municipal Lien Certificates
 Parking Ticket Payments
 Real Estate Information/Payments
 Water/Sewer Bill Payments

VETERANS SERVICES 455-7532*Town Hall, Second Floor*

All Veteran Benefits
 Discharge Papers Recorded
 Flags and Holders for Graves
 Headstones and Grave Markers
 Veterans Assistance

YOUTH COMMISSION 455-7518*Town Hall, Lower Level*

Alcohol/Drug Information and Referral
 Alcohol/Drug Assessment and Education
 Community/ Service
 Restitution/Diversion Program
 Counseling: Individual Group and Family
 Parenting Education and Information
 Peer Tutoring Program
 Students Against Destructive Decisions
 Violence Prevention Training
 Youth Employment: Residential and
 Business
 Workshops on Adolescent and Family
 Issues

PRECINCT VOTER LOCATIONS

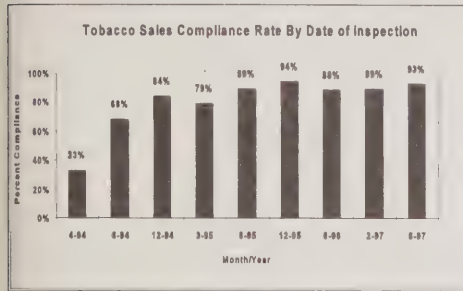
*A map is available at the
 Town Clerk's Office.*

PRECINCT LOCATION OF POLLS

| | |
|----------|--|
| A | Hillside School 28 Glen Gary Road |
| B | Hillside School 28 Glen Gary Road |
| C | Newman School 1155 Central Avenue |
| D | High Rock School 77 Ferndale Road |
| E | Pollard Middle School 200 Harris Avenue |
| F | Stephen Palmer Senior Center 83 Pickering Street |
| G | Broadmeadow School 120 Broadmeadow Road |
| H | Broadmeadow School 120 Broadmeadow Road |
| I | Mitchell School 187 Brookline Street |
| J | Mitchell School 187 Brookline Street |

HUMAN SERVICES

- Inspection of restaurants for compliance
- Inspection of tobacco vendors-Tobacco displays and signage
- Compliance Checks (see figure 2)
- Issuance of waivers granted for smoking section in restaurants
- Workplace secondhand smoke complaint inspections
- Issuance of fines for violation of tobacco regulations



(Compliance Rate = percentage of merchants not selling cigarettes to minors.)

Grants Awarded

\$10,000 Technical Assistance Grant from MA Department of Environmental Protection (DEP)

To develop the Needham community about the Microwave Development Laboratories Site.

\$20,000 Community Septic Management Program Grant from the MA DEP

To develop a septic system management program in Needham.

\$61,565 Tobacco Control Program Grant from the MA Department of Public Health

Needham is the lead community in a four town

tobacco control collaborative.

Pending legislative approval, BOH was notified grant will be refunded through the year 2000.

\$10,000 West Suburban Health Network Grant from the MA Department of Public Health

Needham is the lead agency in a multi-town public health information technology assessment and training grant. Staff at the Board of Health will receive special training in Microsoft Access, CDC/WHO Epi Info, CDC Wonder, MA Community Health Information Program and other public health internet applications

\$8,000 Human Services Grants from federal, state, local churches and other community organizations to assist needy residents in obtaining fuel, medical, food stamps and other emergency assistance as needed.

\$4,000 West Suburban Elder Services Grant for individuals in the Traveling Meals Program who are unable to pay cost of their meal

FY97 HIGHLIGHTS

For FY97 the Board of Health reports the following highlights: 1) The Board's regulation requiring that restaurants in Needham be smoke-free has met with great approval; 2) 2,000 persons participated in the flu immunizations clinics and over 1,000 doses were distributed to local nursing homes. 3) Over 1,000 Needham residents participated in a Board of Health screening program; 4) Sale of cigarettes to minors by retail stores have been reduced significantly through strict enforcement; 5) More than 3,500 persons visited or consulted the Board of health for wellness and blood pressure checks, or health information; 6) The Traveling Meals Program delivered over 10,686 meals in FY97—The greatest number of meals delivered in the Program's 26 year

history; and 7) 3 rabid raccoons were identified in Needham.

FY98 FORECASTS:

1) New environmental regulations and decreasing support from federal and state resources continue to require that the board sustain and increase its environmental oversight and training capabilities. For example, well drilling and power sanding regulations will be promulgated. 2) Emergent and re-emergent infectious diseases, such as; rabies, tuberculosis, *E. coli* 0157-H7, and hantavirus, and the potential for outbreaks, reaffirm the need for strong oversight by the Board of Health and prompt investigation of all disease reports. 3) Traveling Meals Program participation will continue to increase in response to changes in the health care delivery system and an aging population. 4) The board will increasingly be called upon to address complex and technical health and human service issues. 5) The Board will continue to review and comment on DPW protocols implemented during closure of landfill.



Henrietta and Denys Zirngiebel

DEPARTMENT OF VETERANS' SERVICE



John J. Logan, Jr., Director

Purpose:

- To carry out functions assigned to the office by Chapter 115 of the General Laws of Massachusetts for the towns of Needham and Dover.
- To keep a depository of discharges and records of veterans
- To oversee the disbursements of veteran's benefits to veterans and their families

- To see that all veterans' graves have a flag on them for Memorial Day
- To see that every veteran's grave in Needham is kept and cared for
- To help veterans' families obtain burial benefits and headstone markers
- To assist veterans and their families in completing VA forms to acquire pensions, insurance and other benefits to which they are entitled
- To insure that veterans who die without funds are properly interred.

Budgetary Data:

| | |
|--------------------|----------|
| Salaries: | \$38,161 |
| Expenses: | \$ 3,700 |
| Veterans' benefits | \$30,000 |
| Total | \$71,861 |

FY'97 Highlights

- The Memorial Day Parade
- Veterans' Day Ceremonies at Memorial Park
- Decorating 1500 veterans' graves at St. Mary's and Needham Cemeteries for Memorial Day.

HUMAN SERVICES

NEEDHAM YOUTH COMMISSION



David McGuire
Colleen Schaller
Deborah Winnick
Jon Mattleman, Director.

Not pictured:
Tom Lambert
Barbara Popper
Charlotte Sidell

PURPOSE

The Needham Youth Commission operates as a mental health resource offering a wide array of confidential clinical and programmatic services to children, adolescents, and families. While the Youth Commission's services are reaching more people and having a greater impact, it is clear that the need for such services far outstrips the department's resources — thus many are not receiving critical support. While state mental health supports continue to vanish, the Youth Commission has worked diligently to construct meaningful services designed to meet the changing needs of the Needham community.

BUDGETARY DATA

| | |
|----------|-----------|
| Salaries | \$115,066 |
| Expense | \$ 4,790 |

Number of employees: 2 full-time, 2 part-time, 2 interns (unpaid)

FISCAL YEAR 1997 HIGHLIGHTS

INDIVIDUAL/FAMILY COUNSELING

The Masters level clinicians on the staff are skilled at working with youth and their families experiencing difficulties with issues such as family discord, loss, drugs, alcohol, stress, and other mental health concerns. Who uses these counseling services? They are neighbors, cousins, children, and friends; they are people with no health insurance or expired health insurance; they are people who are grappling with either a short or long-term problem; and mostly, they are people who have the hope and determination that life can bring greater satisfaction and reward. Perhaps the most frightening area of concern is that young people are encountering more and more complex issues, and at a younger age. It is not unusual to work with an elementary age youth whose parents have been divorced for several years; a middle school student coping with parental alcohol use; or a high school student with a serious drug problem. In the past year 960 hours of counseling hours were provided as follows:

| Age | male | female |
|----------|------|--------|
| Under 12 | 35% | 10% |
| 12 - 14 | 15% | 3% |
| 15 - 17 | 13% | 11% |
| Over 18 | 2% | 11% |

GROUP COUNSELING:

Group counseling is a practical and effective mode of treatment and allows the staff the opportunity to interact with greater numbers of people. Group intervention offers a unique opportunity for young people to learn about issues which affect their peers, and to receive feedback from their peers regarding issues such as: Divorce, Stress, Self-Esteem, Abuse, Depression, Social Skills, Loss, Drugs/Alcohol, and Violence/Anger. Over 200 hours of group counseling services were provided to Needham youth over the past year.

EMPLOYMENT PROGRAM:

The Employment Program consists of two primary services: 1) Youth are linked with residents and provide around-the-home support in the form of babysitting, yard-work, and snow removal; and 2) Youth investigate employment opportunities in local businesses such as offices and restaurants. Over the past year this program fielded 672 inquiries.

VOLUNTEER PROGRAM:

The Volunteer Resource Directory was created for youth to inform them of area volunteer opportunities. In the few months this service has been available in FY 1997, twenty-five (25) volunteer sites were identified and dozens of young people utilized this exciting new offering.

RAY OF HOPE:

R.A.Y. (Recognize A Youth) was established by the Needham Youth Commission in an effort to acknowledge the outstanding service and positive contributions young people are making to the Needham community.

Working in collaboration with the Needham Business Association, each month a young person is selected as the RAY of Hope recipient and is awarded a certificate and check. Nominations may be made by any Needham resident. The RAY of Hope program validates youth and recognizes their role in making the Needham community a special place to live.

RESTITUTION / DIVERSION:

In conjunction with the Needham Police Department and the Dedham District Court, the Youth Commission continues to offer those who have committed minor violations of the law the opportunity to participate in community service work in lieu of further court action. The Youth Commission's role is to work with offenders and their families to identify the motivations for their behavior, to provide clinical support as required, and to oversee the placement and completion of community service. In the past year participating youth have completed their assignments at sites such as the Needham Public Library, Needham Police Department, Needham Fire Department, Town Hall, and Council on Aging. In Fiscal Year 1997, the Youth Commission monitored 1,437 hours of community service.

PEER TUTOR PROGRAM:

The Youth Commission's Peer Tutor Program represents a progressive youth-to-youth collaboration. This program matches high school students with middle and elementary school students in need of academic or organizational/study skills assistance. The Youth Commission's role consists of outreach to potential participants, training of the high school volunteers, monitoring weekly tutoring sessions, providing support if problems occur, and facilitating communication between volunteers and participant families. Over the past year, Peer Tutor Program volunteers have provided 1,240 hours of support to younger students.

STUDENTS AGAINST DESTRUCTIVE DECISIONS:

SADD works with up to forty (40) high school students designing strategies for delivering the message of the danger of substances, and bringing critical substance use issues to the attention of students and the larger community. Over the past year SADD Program highlights included "Dead Day," a presentation by Bobby Petrocelli to 8th graders at Pollard Middle School, and a Super Bowl Fundraiser and awareness campaign.

SUBSTANCE ABUSE AWARENESS PROGRAM:

The Youth Commission provides a structured 15-hour Substance Abuse Awareness Program for substance-involved youth. This service provides an assessment of current substance use, intervention, education for youth and their families, and counseling services to support chemical free-lifestyles. All participants and their parents must attend an Alcoholics Anonymous (AA) or Narcotics Anonymous (NA) meeting as this assists in transmitting the message that drugs and alcohol can impact any person without regard to age, gender, or status. In the past year, over 100 hours of these specialized services were delivered to youth.

PROJECT RAP:

This innovative program facilitated over the summer months for middle school-aged students is a five week model with a two hour group meeting on Mondays, and an all-day field outing related to the group meeting on Tuesdays. Participants address issues such as drugs, alcohol, self esteem, peer pressure, stress, and cooperation. This program was funded exclusively by contributions from the Westwood Lodge Hospital and the Exchange Club of Needham.

GRADUATE AND UNDERGRADUATE INTERNSHIP PROGRAM:

In FY 1997, the Youth Commission welcomed two new interns to its Graduate and Undergraduate Internship Program. A clinical intern from the Boston College Graduate program in Counseling Psychology provided individual, family, and group counseling services and extensive work on the Substance Abuse Awareness Program; and an undergraduate intern, from the Human Services Department at

Lesley College, focused on the Peer Tutor Program and the Employment Program. Together, interns provided **forty (40) hours of free weekly service** to the Needham community.

BABYSITTER TRAINING SEMINARS:

This six hour training course addressed critical safety issues as well as basic logistics of babysitting. In FY 1997, over 50 youth completed this program.

COMMUNITY LINKAGE & PARTNERSHIP PRESENTATIONS:

The Youth Commission staff regularly presented to community groups regarding youth and family

issues. In FY 1997, presentations were made to the PTC's from the Eliot, Hillside, Mitchell, and Newman Schools;

Congregational Church; Pollard School Drug and Alcohol Forum; Carter Center for Children; and many other Needham organizations. In addition, a training seminar for first year school employees was established in an effort to provide information regarding community resources to those new to Needham.

PARTNERSHIPS

The Youth Commission devotes considerable

time to assisting youth-related groups advance their message and impact. In the past year the Youth Commission collaborated with groups such as:

- Domestic Violence Action Committee
- Needham Comprehensive Health Advisory Committee
- Needham Mental Health/Mental Retardation Committee
- Community Center Study Committee
- Needham Inter-Agency Council
- Community Health Network Area
- Needham Business Association
- Deaconess Glover Hospital

PUBLICATIONS:

The Youth Commission created and/or distributed the following original publications in FY 97:

- Needham Youth Card
- Suicide Education Kit
- Parent Guide to Teen Parties
- Ask the Youth Commission (bi-monthly newspaper column)

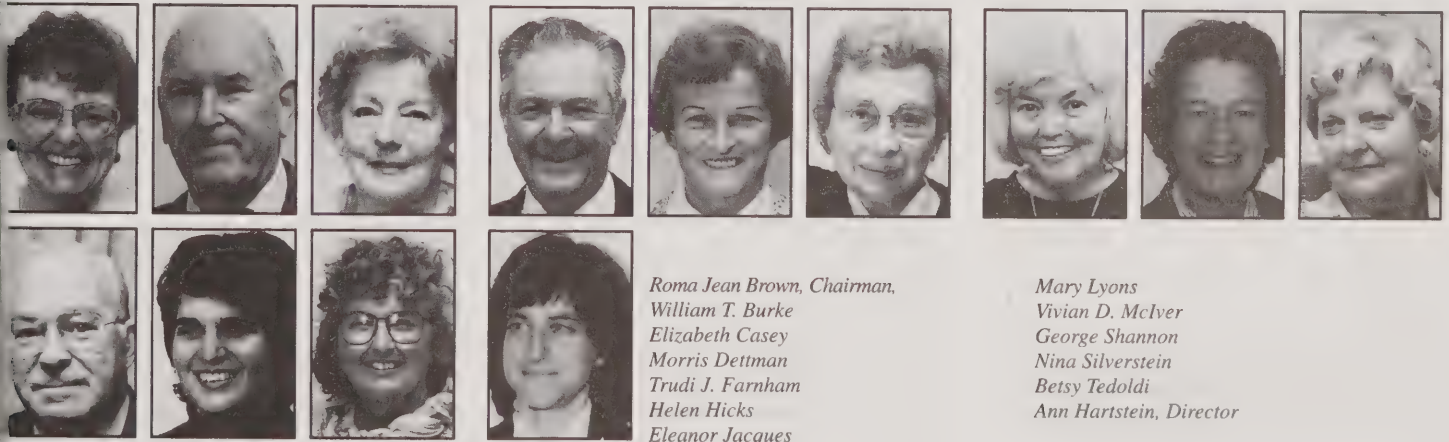
- Youth Source (newsletter)

FY'98 FORECAST

The coming year holds enormous promise and challenge for the Youth Commission:

- The Youth Commission will welcome Deborah Winnick as Chair, and Barbara Popper as Vice-Chair of the Board of Directors. They will be joined by returning members Brian Heneghan, Tom Lambert, and Colleen Schaller; and by new members Joshua Brodsky, John Romeo, and Lorene Whyte.
- The Youth Commission will be the recipient of a grant from the Needham Education Foundation to establish the LINCS (Loss Information and Community Support) Program. This exciting new program will actively address the issue of loss, and will work primarily with high school-aged youth.
- New offerings to the community in FY 1998 will include Parent Education Seminars and a Mother-Daughter Book Group.
- Up to ten (10) Babysitter Training Seminars will be offered in the coming year.

COUNCIL ON AGING



*Roma Jean Brown, Chairman,
William T. Burke
Elizabeth Casey
Morris Dettman
Trudi J. Farnham
Helen Hicks
Eleanor Jacques*

*Mary Lyons
Vivian D. McIver
George Shannon
Nina Silverstein
Betsy Tedoldi
Ann Hartstein, Director*

ANNUAL REPORT FY97

Thirty-nine years ago (in 1957), the Needham Council On Aging was established by Town Meeting. As the Council looks forward to celebrating its 40th year next year, it continues to fulfill the original purpose which is to:

• Identify the needs and concerns of Needham's elderly and retired persons and those approaching retirement age;

• Design, promote, coordinate and implement services and programs to meet those needs and concerns;

• and

• Inform the community and enlist support and participation of all citizens in this effort.

HOW MANY NEEDHAM RESIDENTS ARE SENIORS?

THE NUMBER OF PEOPLE AGE 55+ IN NEEDHAM AS OF JANUARY 1, 1997 WAS 7,928

WHO'S RUNNING THE SHOW?

The Council On Aging is directed by a 12 member volunteer board appointed by the Selectmen. The Board of Health, Park and Recreation Commission, Needham Housing Authority, School Department and the Library each nominate one member. The Board is responsible for determining the policies of the Council on Aging in response to the expressed needs of elders in the town through annual sur-

veys, a careful analysis of local needs as well as local and national standards of health care, recreation, education and service needs.

WHERE ARE THE SERVICES AND THE PROGRAMS?

The Stephen Palmer Senior Center is located at 83 Pickering Street where the professional Council On Aging staff oversees services and programs. Staff provides information, referrals, and assistance to elders and their families. The Center hours are Monday-Friday, 9:00 a.m. - 4:00 p.m. and 11:30 a.m. - 3:30 p.m. on Sunday. The Council On Aging office, located at the Stephen Palmer Center, is staffed 8:30 a.m. - 5:00 p.m. Monday through Friday throughout the year.

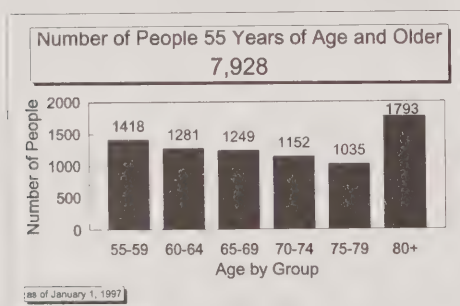
HUMAN SERVICES

WHAT DID THE COUNCIL ON AGING DO FOR NEEDHAM SENIORS AND THEIR FAMILIES IN FY97?

We served over 7,000 meals at the Senior Center in conjunction with West Suburban Elder Services, Inc. We answered over 39,000 inquiries of a general information nature for seniors and their families this year. Over 80 people per day came to the Senior Center for services, programs, or socialization.

Thanks to volunteer drivers who brought seniors to the Senior Center over 1300 rides were provided to enable seniors to get to the Senior Center this year. Another 1000 rides to and from the Senior Center were provided by taxi under contract with the Council On Aging. "The RIDE," funded in part by the MBTA, provided another 3940 rides to and from the Senior Center for persons unable to use our other transportation due to physical or mental handicaps. Volunteer monitors from the Retired Men's Club who rode on the Shopper Bus, and Roche Bros. Supermarkets and the MBTA who funded the bus, provided over 1900 rides to Needham residents to do their grocery shopping. The new Saturday transportation program provided rides for residents throughout Needham on Saturdays. Overall, 8200 rides were offered to Needham Seniors under the auspices of COA transportation services in FY97.

Over 1000 people attended lectures and special programs throughout the year. Many others enjoyed socializing at the Senior Center. Artists displayed their paintings and photographers showed their photographs in the Senior Center gallery. Our lending library, offered in conjunction with the Needham Free Public Library loaned many books to Senior Center readers.



SERVICES AND PROGRAMS

Information and referrals to seniors and their families

Rides to and from the Stephen Palmer Senior Center

Home visits

Noontime meals at Stephen Palmer Senior Center

Assistance with medical forms/insurance information (SHINE)

On-site and out stationed health screening

Income tax assistance

Nutrition counseling

Ring-Every-Day calls

Shopper Bus rides and other shopping assistance

Educational programs

Low Vision group services

Hard-of-hearing services

Exercise programs for seniors

Recreation/Social/Arts & Crafts programs

Adult Education classes

Day Trips

WHO DOES THE COA WORK WITH IN MEETING SENIORS' NEEDS?

Needham Free Public Library with its "branch" at the Stephen Palmer Senior Center West Suburban Elder Services, Inc. lunch site Sunday through Friday

Board of Health and Deaconess-Glover Hospital for health and medical education seminars at the Senior Center and health screening publicity to all Needham residents over 60 years of age

Crossroads, a mental health counseling agency for in-home ongoing counseling services

Boston College Legal Assistance Bureau for low cost legal services

Park and Recreation Commission programs for seniors

Needham School Department Adult Education classes held at the Stephen Palmer Senior Center

Needham Community Council's local medical and errand transportation

West Suburban Elder Services, Inc. medical and adult day health program transportation

Roche Bros. Supermarkets, sponsor of the COA Shopper Bus

The Needham Retired Men's Club, monitors on the COA Shopper Bus

Needham Youth Commission job matching

Visiting Nurse Associates, Inc. "Keep Well Clinics" (health screening) Needham School Department Intergenerational programs

Needham Photography Club

Needham Art Association

Mass Bay Transit Authority (MBTA)

HOW DOES THE COA SPREAD THE WORD?

Senior COMPASS monthly newsletter

Attendance at community group presentations

Cooperative efforts with local newspapers

Contact with churches, synagogues, and schools and service agencies

WHAT DID THESE SERVICES COST THE TOWN?

Town Budget

Number of Positions

| | |
|------------------|-------------------------|
| Full-time | 4 |
| Part-time | 4 |
| 345 volunteers = | 6 full-time equivalents |

| | |
|---------------------|------------------|
| Salaries | \$151,015 |
| Expenses | \$ 11,800 |
| Purchase of Service | \$ 3,240 |
| Capital | \$ 24,050 |
| TOTAL | \$190,105 |

ARE THERE OTHER SOURCES OF SUPPORT?

FINANCIAL SUPPORT/GRANTS

| | |
|-----------------------------------|------------------|
| Friends Of Needham Elderly, Inc | \$ 17,400 |
| Executive Office of Elder Affairs | |
| COA Formula Grant '97 | \$ 21,310 |
| Service Incentive Grant '97 | \$ 1,300 |
| SHINE Consortium Grant '97 | \$ 17,710 |
| Mass Bay Transit Authority (MBTA) | \$ 13,000 |
| Roche Bros. | |
| Shopper Bus Grant | \$ 5,600 |
| Cultural Council Grant | \$ 785 |
| Other Donations | \$ 2,100 |
| TOTAL | \$ 79,205 |

VOLUNTEER SUPPORT

The Council On Aging and the Stephen Palmer Senior Center rely on many volunteers to maintain services and programs on a daily basis. Volunteers are matched to jobs that utilize their skills and are in keeping with their interests.

| | |
|----------------------------------|-------------------------|
| Number of individual volunteers: | 345 individuals |
| Number of hours given: | 12,750 hours |
| Equivalent full time people | 6 full time equivalents |

| | |
|--|------------|
| Estimated value by the Executive Office of Elder Affairs | \$ 121,125 |
|--|------------|

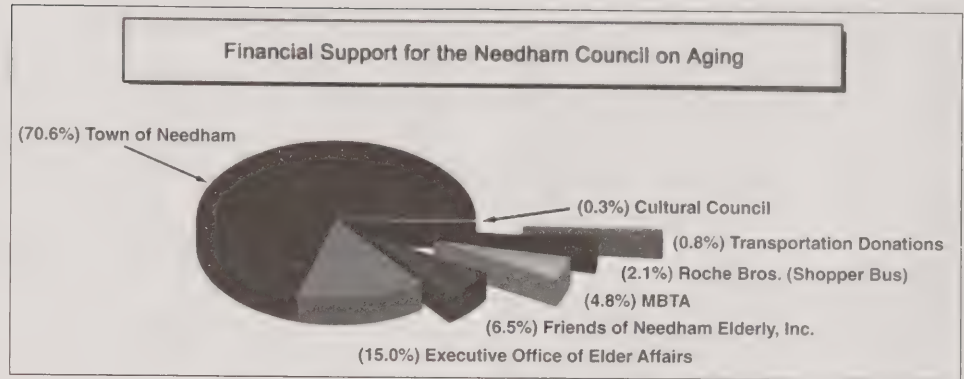
WHERE DO WE GO FROM HERE?

As the Council prepares to enter its fortieth year, the search continues for a new Senior Center space in conjunction with the Community Center Study Committee. The renovation of the restrooms at the Stephen Palmer Senior Center to achieve compliance with the American's with Disabilities Act (ADA) began and was substantially completed this year. A collaboration with all providers for senior services in Needham including all private, for profit, not-for-profit, and non-profit agencies was begun and has resulted in improvement to the provision of direct services to Needham seniors. A series of "Grandparents Raising Grandchildren" support lecture/luncheons was held and the initiative will continue.

As people live longer and "age in place" in our community it is necessary for the Council on

Aging to respond to the need for assistance not only from the seniors themselves but also from middle aged people who find themselves responsible for caring for their aging parents and/or other relatives. All are turning to the Council On Aging for information and assistance.

The Council On Aging Board remains committed to working with all Needham residents to insure adequate services for senior citizens and their families. The Council On Aging Board believes that Council On Aging services are essential to the quality of life in Needham.



COMMISSION ON DISABILITIES



Maureen T. Gallagher
Frank Der Sarkisian
Tudi J. Farnham

Jeanie Martin
James A. Mayo
Carl F. Valente

FY '97 HIGHLIGHTS

- active representation on the Permanent Public Building Committee (PPBP) to advise them on matters of accessibility and compliance with ADA and Architectural Access Board (AAB) regulations
- provided handicapped parking signs that comply with state regulations and town by-laws at a reduced cost to Needham businesses and town departments
- instituted program in conjunction with the Needham Police to enforce proper usage of handicapped parking spaces
- met with state and municipal officials to promote compliance with state and federal laws regarding placement and number of properly engineered curb cuts within the town
- continued to review the Town of Needham's Self Evaluation, as required under ADA
- discussed plans for dispensing information about Enhanced 911 to people with disabilities
- worked with liaison from the School Committee around issues of accessibility
- submitted articles for publication in the Needham newspapers with highlights of monthly NCOD meetings
- to enforce proper usage of handicapped parking spaces through a program that tickets violators in conjunction with the Needham Police
- to utilize funds accrued from handicapped parking fines for the specific benefit of the disabled community
- to continue to work with the town officials to bring the Town of Needham into compliance with state and federal regulations regarding curb cuts
- to dispense information and to serve as a resource in the Town of Needham on issues relating to the disabled
- to develop a program for contacting individuals with disabilities and informing them about Enhanced 911, an automatic location identification system
- to encourage Needham citizens to participate in NCOD meetings

For further information, call Needham Commission on Disabilities (NCOD) 455-7500

The Needham Commission on Disabilities (NCOD) meets on the third Tuesday of the month with the following membership: 9 members; a majority of whom are disabled; one of whom must be a family member of a person with a disability; and one of whom must be an appointed municipal official.

PURPOSE

to advise municipal officials, public, private agencies and other individuals to insure compliance with federal, state and local disability laws.

to promote full integration of persons with disabilities into the community

to provide information, referrals, and technical assistance to individuals, businesses and organizations in all matters pertaining to disability issues.

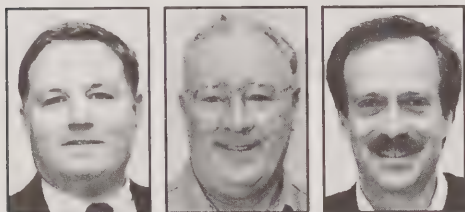
to participate in a variety of forums and media events to develop public awareness of people with disabilities, and compliance with the Americans with Disabilities Act (ADA)

FY'98 FORECAST/GOALS

- to encourage the Town of Needham to submit a completed Transition Plan, as required under ADA
- to continue to work with the PPBC to ensure that renovations to Newman and other municipal buildings are in compliance with federal and state accessibility codes (ADA and AAB)
- to continue to offer properly worded handicapped parking signs to public and private organizations and businesses at a reduced cost.

CULTURAL AND LEISURE SERVICES

PARK AND RECREATION COMMISSION



*Philip V. Robey, Chairman
Thomas J., Conroy
Jeffrey I. Meropol*

*James Sargent
Richard Weitzen
Patricia Carey, Director*

PURPOSE

Empowered by Chapter 45 of the General Laws of the Commonwealth of Massachusetts, the Park and Recreation Commission:

- Provides balanced, year-round recreation programming and leisure services for all ages.
- Serves as steward of over 300 acres of public park land and Town Forest and schedules recreation and athletic facilities.
- Manages Rosemary Lake and Pool as the principal aquatic recreation facility.
- Provides long range open space and recreation planning.
- Coordinates and provides support service for many organizations.
- Provides youth leadership training and volunteer resource development.

The five members of the Commission are elected to three year terms. The Commission meets on the second and fourth Wednesdays of each month.

BUDGETARY DATA

NUMBER OF EMPLOYEES

| | |
|----------------------|-----------|
| Full Time | 4.0 |
| Part Time | 79 |
| Salaries | \$268,455 |
| Expenses | \$23,296 |
| Purchase of Services | 24,771 |
| SUB TOTAL | \$316,522 |
| Operating Capital | 5,000 |
| TOTAL | \$321,522 |

REVENUE \$248,107

FY'97 HIGHLIGHTS

The benefits of Park and Recreation in communities across the country are endless, and the Needham Park and Recreation Commission is proud of the partnerships it has developed with many in the community to enhance the lives of all Needham residents.

ENVIRONMENTAL BENEFITS

- With a grant from the Department of Environmental Management and donations from many neighbors and abutters, Walker Pond went through a hydroraking process to clear the water, and provide more opportunities for recreation.
- An Eagle Scout project was completed in the Spring, clearing the Fit Trail at Ridge Hill and repairing some of the fitness stations.
- The Pollard 8th grade students spent a morning cleaning several parks for Spring and Summer use.
- Work continued on the preparation of the Open Space Master Plan with the Conservation Commission and Planning Board.

ECONOMIC BENEFITS

- Friends of Needham Youth donated funds for an end of the Summer Volunteer Thank You Party.
- Needham Women's Club donated full financial support for Summer Children's Theatre.
- Needham Cultural Council, Louise Condon Realty, and Needham Business Association donated funds in support of the Summer Arts in the Parks Concert Series
- MetroWest Bank donated funds to rehabilitate the grounds at Riverside Park.

COMMUNITY BENEFITS

- Members of the Commission and the Administrative Staff participated in the following committees: School Future Study Committee; Deaconess-Glover Accident and Injuries Committee; School-Community Health Committee; Pollard School Council; Early Childhood Council; Fund for Needham Study Committee; Permanent Public Building Committee Appointment Board; Pollard Principal Interview Panel.
- The Exchange Club donated the "people power" and funds to revitalize the DeFazio Tot Lot.
- ASAP, the Pollard After School Activities Program, was created with the Pollard School Council, and completed its first full year of programs.
- In year 2 of the transition plan, the Pollard school fields were renovated, and are now scheduled by Park and Recreation and maintained by the DPW.
- The Greene's Field Playground structure, donated by the Needham Women's Club, went through a week long restoration program.
- Sports Specialties and Boys' Lacrosse Clinic were added to the Summer programs.
- The department began a long term study on the possibility of a skate park for in-line

skating and skateboards.

- The department joined the Council on Aging, Library, Board of Health, and Youth Commission in a Community Service Departments study group.
- The first annual safety bike rodeo was held at Newman, through the support of several town organizations.
- Town Meeting approved the transfer of administration of the Hillside and Mitchell School grounds to the Commission.
- The department continued to work with the Community Center Study Committee, and assisted Babson students with the creation of a business plan for a possible center.

INDIVIDUAL BENEFITS

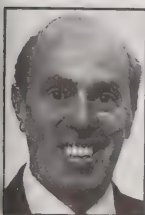
- In conjunction with Needham Business Association, department created walking routes in New England Business Center at Needham.
- Department assisted Needham Track Club with the state finals of the Hershey Track Meet.
- Department participated in orientation session for new school staff members.
- With Deaconess-Glover Hospital and NPS Health and Physical Education, department offers Healthy Employees 2000 for town employees.
- The first Carleton intern, Jeremy Raelin, spent two months with the department.
- Department began effort to share information on playground safety.

FY'98 FORECAST

- Study the future of the entire Rosemary Pool and Lake Complex;
- Renovate fields at Hillside, Mitchell, and Greene's Field;
- Continue to work with Community Center Study Committee;
- Provide information and support to the committee studying future of landfill;
- Cooperate with other town departments on projects and grant applications;
- Share the benefits of parks, recreation, and leisure with community;
- Rehabilitate Mills Field Basketball Court;
- Purchase signs for parks with donated funds;
- Continue efforts to share information on playground safety;
- Support state, regional, and national initiatives of the National Recreation and Park Association.

CULTURAL AND LEISURE SERVICES

MEMORIAL PARK



*Ron Sockol, Chairman
John S. Gallelo
John J. Logan, Jr.
Charles J. Mangine*

*Not pictured:
Catherine Schneider*

Community Day, April 19th, 1921..volunteers create Memorial Park.

The 13.5 acre site is the home of sacred memories linked to those who served their country during time of war. Two monuments so note their sacrifices.

Five Trustees have the governing responsibility of directing the many activities. Baseball, football and track facilities provide high school sports, Legion baseball and organized baseball / softball leagues. Little/Senior League Baseball ,Pop Warner football and The Needham Track Club offer younger levels of community sports.

PARK HIGHLIGHTS

Volunteerism has been a constant force in the development of Memorial Park.

Community Weekend, October 4th & 5th,1985 ,volunteers remodeled the main building, Needham Exchange built a Gazebo, the Village Club constructed the masonry arch way. In 1995, a cadre of volunteers, including several landscaping companies, created a 5000 sq. ft. garden that blooms for those that served and for those who use the facilities of the Park. The purchase of the new community sign provides awareness of community events.The Park provides facilities for the NHS graduation, "Arts in the Park", the fourth of July parade and fire works, Special Olympics, synthetic surfaced track installed in 1989 for the walking pleasure of Needham residents, two large rooms for community meetings, areas for safe storage of youth sports equipment and a modern commissary for serving food at sporting events.

LIBRARY

NEEDHAM FREE PUBLIC LIBRARY



*Lois C. Bacon
Thomas M. Harkins
Gail B. Hedges
Sally B. Powers*



*Emily Salaun
Lois F. Sockol
Gregory J. Shesko
Ann MacFate, Director*

PURPOSE

The Board of Library Trustees has adopted the following Mission Statement: The Needham Free Public Library is a medium-sized library serving a suburban community. Its mission is to bring enlightenment, knowledge, inspiration, enjoyment, and culture to every member of the community. The Library's primary focus is to create and maintain a Popular Materials Library with a secondary focus as an Independent Learning Center and a Formal Education Support Center. The Library fulfills its mission by maintaining a high-demand, high-interest collection of print, non-print, and electronic media, and by providing timely, accurate, and useful information to community residents of all ages. The Library also serves as the archives for the Town of Needham. The Board of Trustees supports the American Library Association's Library Bill of Rights.

BUDGETARY DATA FOR FY97

| | |
|---------------------|-----------|
| Personnel | \$548,854 |
| Purchased Services | 35,370 |
| Expenses | 12,509 |
| Books, Periodicals, | |
| Audio-Visual | 114,799 |
| Total | \$711,532 |

Number of Employees

| | |
|-----------|----|
| Full-time | 12 |
| Part-time | 29 |

DEPARTMENTAL STATISTICS

Adult Department

| | |
|---|---------|
| Circulation (books, videos, CD's, cassettes, periodicals) | 222,804 |
| Books loaned to other libraries | 5,714 |
| Books borrowed from other libraries | 2,833 |
| Overdue notices and bills sent | 2,632 |
| Reserves placed | 5,630 |

Total money returned to Town from fines, fees,lost books, etc. \$49,682

Reference Department

| | |
|--|--------|
| Reference questions answered | 21,461 |
| Directional questions answered | 3,352 |
| Reference books checked out overnight | 454 |
| Number of people using Genealogy Room | 322 |
| Training workshops for using computerized catalog and Internet | 54 |

Children's Department

| | |
|--|---------|
| Circulation (books, videos, records, CD's, cassettes, periodicals) | 174,853 |
| Reference questions answered | 8,903 |
| Overdue notices and bills sent | 1,166 |
| Reserves placed | 407 |
| Story times and other programs | 168 |
| Attendance at programs | 3,032 |

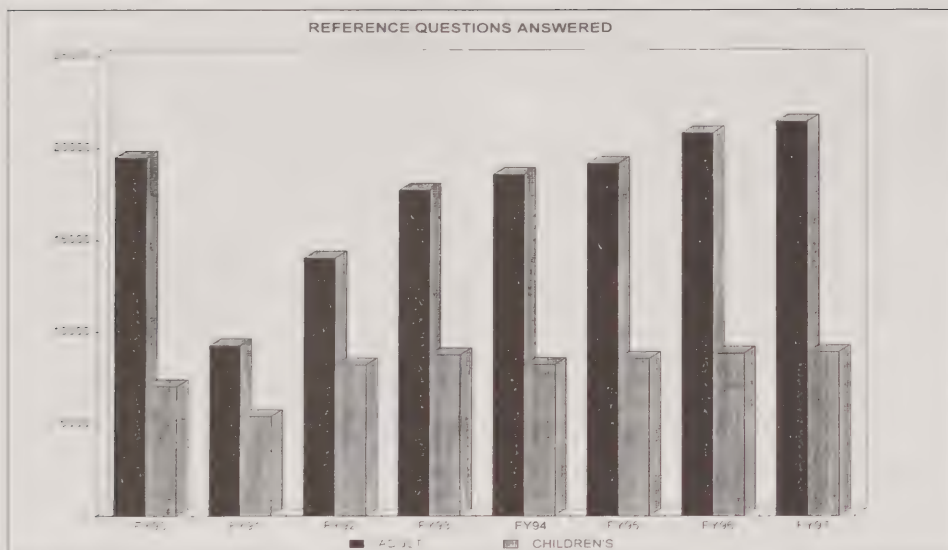
Catalog Department

| | |
|--|---------|
| Adult books added to collection | 4,718 |
| Adult books withdrawn | 5,217 |
| Children's books added to collection | 2,338 |
| Children's books withdrawn | 1,610 |
| Records, CD's, and audio cassettes added | 471 |
| Records, CD's, and audio cassettes withdrawn | 249 |
| Videocassettes added | 241 |
| Videocassettes withdrawn | 107 |
| Total Collection | 133,338 |

MISCELLANEOUS STATISTICS

| | |
|--------------------------------|---------|
| Number of registered borrowers | 21,950 |
| Total hours open | 3,102.5 |
| Attendance | 241,090 |

LIBRARY



FY97 HIGHLIGHTS

July—The Exchange Club awarded the library's Fourth of July float the Grand Marshal's Award for Excellence of Creative Design. The Minuteman Library Network Home Page made its debut.

August—350 children registered for the Children's Room Summer Reading Club, Catch the Summer Spark! Read! The children read 4,400 books. 273 people attended the Reading Club kick-off program, which featured sing-along performer Kevin Devine.

September—Library Trustee Gail Hedges coordinated the establishment of two book discussion groups. Sponsored by the Trustees and the Friends of the Library, each group met once a month during the year. The trim on the outside of the library building was painted. A Macintosh computer with CD-ROM drive and several children's programs was set up in the Children's Room. The library received a check for \$480.10 from Continental Cablevision's "Plug Into Literacy" Telethon. The Trustees purchased two watercolor en grisaille paintings by N.C. Wyeth, *The Blacksmith's Shop* and *The Hallway*.

October—The Board of Trustees voted to hire Space Consultant Jay Lucker to examine the current use of library space and to make recommendations for improvement. The Lion's Club donated \$1,000 to the library for the purchase of large print books. A cooperative venture between the library, the school department, the Friends of the Library, the Needham Education Foundation, and Continental Cablevision, made it possible for the library to have a Netscape connection to the Internet just in time for Net Day.

November—Workshops on how to use the World Wide Web offered. Trustee Gregory Shesko honored by the Massachusetts Friends of Libraries for distinguished service.

December—The introduction of PINs (personal identification numbers) allowed library users to access their accounts, either in the library or via

home computer, and reserve and renew books.

January—The family of John and Betty Wyeth donated two N.C. Wyeth paintings, *My Mother* and *My Brother Stimson*, to the library. Procedures were put in place to allow library borrowers to renew materials by telephone. Online reference inquiries came to the library via the World Wide Web.

February—The library received a bequest for \$10,000 from Ruth Mahoney in memory of her mother Cora Thurston.

March—The library's new CD-ROM circulating collection was an instant success. The Massachusetts Library Information Network made several databases available to the library. The annual McIver Discussion Series began. The series' focus for 1997 was a literary interpretation of "The American Dream." The Friends held a successful, first-ever, winter book sale.

April—The Trustees accepted the Needham Garden Club's generous proposal for library landscape improvements. The Archives' "Reformatting for Accessibility" project began. The High School yearbook, *The Advocate*, was the first item to be microfilmed. A Trustee, a Friend of the Library, and a staff member represented the library at the Needham Educational Foundation's Annual Spelling Bee.

May—The library's volunteers enjoyed a tea held in their honor.

June—The Board of Trustees approved Needham's membership in the newly formed MetroWest Regional Library System. The library, together with the Friends of the Library, participated in the Needham Business Association NBA Street Fair.

DONATIONS TO THE LIBRARY

In FY97 twenty-seven people volunteered 1,315 hours of service to the library. Volunteers mended the library's books, straightened the library's shelves, and assisted with archival projects. In addition, the Library Trustees and Friends of the Library worked many hours pre-

sending programs, book sales, and other special events. The Friends of the Library donated a record \$10,000 to the library during the fiscal year. Friends donations paid for books, books-on-tape, children's programs, subscriptions to international magazines, museum passes. The Needham Garden Club continued its tradition of maintaining the outside flower gardens, providing weekly plant and flower arrangements purchasing the pass to the Garden in the Woods, and arranging for the visit of the Plantmobile. The Trustees and staff are grateful to all the groups and individuals who make donations to the library. You enrich the library's collections, as well as the lives of the people of Needham.

FY97 Memorials and
Cash Donations

\$20,805.00

FY98 FORECAST

The Trustees will choose a design plan that will improve the configuration of the library's space and update the library's facilities.



Denys Zirngiebel

PLANNING BOARD



Devra G. Bailen
Frank Gallello
Maurice Handel
Paul Killeen
Robert T. Smart
Lee Newman, Director

PURPOSE:

The Planning Board is charged with broad statutory responsibilities to guide the physical growth and development of Needham in a coordinated and comprehensive manner.

Specifically, the Planning Board is legally mandated to carry out certain provisions of the Subdivision Control Law (M.G.L., Chapter 41, Section 81-K to 81-GG) and of the Zoning Act (M.G.L., Chapter 40A). These legal responsibilities are reflected locally in specific provisions contained in the Subdivision Rules and Regulations and Procedural Rules of the Planning Board and in the Town's Zoning By-Law. The specific services that the Planning Board provides are as follows:

Review and Approval/Disapproval of:

- Approval-Not-Required (ANR) Plans
- Preliminary Subdivision Plans
- Definitive Subdivision Plans, including ongoing administration
- Site Plans of certain larger developments (major projects)*
- Residential Compounds (RC's)*
- Scenic Road Applications

* includes Special Permit Decisions, with legal notices, public hearings, and written decisions;
similar statutory procedures for Definitive Plans

Review and Advisory Reports on:

- Site Plans of certain smaller developments (minor projects)
- Board of Appeals, applications for variances and special permits
- Petitions for acceptance/discontinuance of public ways

Initiation, Development, and Presentation of Proposed Zoning Amendments to Town Meeting

Preparation and Maintenance of a Master Plan and related planning studies to guide future physical growth and development in Needham (including studies referred to the Board by Town Meeting)

Revisions to "Subdivision Regulations

and Procedural Rules of the Planning Board" and printing of the same

Reprinting of Town Zoning By-Laws and Zoning Map

Provision of Information on Planning, Zoning and Development matters to the public

(including residents, developers, and other government agencies)

It is important to note that if these services were not performed, the Town of Needham would be without the administration of land use planning and zoning regulations, and would be subject to costly lawsuits from private developers and citizens alike.

BUDGETARY DATA:

| | |
|-----------------------------|----------------------------|
| Number of Employees: | 2 Full-time 1 Part-time |
| Salaries | \$ 87,528 |
| Expenses | \$ 4,752 |
| Total | \$ 92,280 |

FY'97 HIGHLIGHTS

In its capacity as a special permit granting authority, the Planning Board processed 18 applications as "Major Projects" under the Site Plan Review By-Law. A site plan special permit was granted to Highland Mark Associates Limited Partnership for reuse of the former Calvert's building located at 922-940 Highland Avenue, to accommodate a mixed use to include general retail and office use, including interior and exterior renovations, and improvement of the parking lot. A site plan special permit was granted to MetroWest Bank for construction of a 2,838 square-foot building located at 89-99 Highland Avenue for operation of a full-service banking facility with ATM and drive-through operations, on-site parking, and landscaping. Two permits with conditions were granted for parking lot construction in the downtown area. One permit with conditions was issued to the Deaconess-Glover Hospital Corporation for the construction of a 67 space parking lot at 237 Chestnut Street to be used for staff and employees of the hospital and one permit with conditions was issued to the Needham Cooperative Bank for the construction of a 23 space parking lot between 170 Garden Street and 214 Garden Street to be used for staff and employees of the bank. Eight permits with conditions were granted for facade modifications in the Center Business District and two permits with conditions were granted for facade modifications in the Avery Square Business District. Four applications were reviewed and approved for minor revisions to previously granted site plan special permits.

In terms of land subdivision activity, the Board processed Definitive Subdivision Plans for: 5 new lots on Woodworth Road located off South Street; 13 new lots on Stonecrest Drive and Stonefield Court off South Street; 11 new lots on Southfield Court off Chestnut Street; 4 new lots on Duncan Drive off Greendale Avenue; and 4 new lots on Heath Street off Norfolk Street. In addition, a total of 7 plans were endorsed "Approval-Not-Required (ANR)" under the Subdivision Control Law, meaning

that the lots created or altered on such plans met minimum frontage requirements.

The Board of Appeals referred 29 applications for variances, special permits, and administrative appeals to the Planning Board last year; and as required by the Zoning By-Law, the Board reviewed each application and submitted its recommendations in writing to the Appeals Board.

In fiscal 1997, the Planning Board appointed a citizens' task force, consisting of business people, residents, and various civic groups, to study residents' concerns regarding the tearing down of smaller and less expensive houses and their replacement by much larger single-family houses. A final report with policy recommendations for land-use regulations is expected to be submitted to the Planning Board by the task force, leading to eventual revisions in the Zoning By-Law.

The Three Rivers Interlocal Council, a regional planning organization, provided the Planning Board and the Planning Director with assistance on issues of traffic, land use and planning, and state policies and programs. Through its alliance with other members of the Council, Needham was able to influence development decisions affecting the future of the region.

FY'98 FORECAST

In anticipation of a continuation of the construction boom in the western suburban area of Boston, the Needham Planning Board expects to receive additional applications for new office buildings, retail complexes, and other nonresidential and residential development projects. Related to such a continuation, the Board will be looking for ways in which developers can make a contribution to improving the Town's infrastructure.

Planning, zoning, and development activities envisioned for Fiscal Year 1998 include the preparation of a zoning amendment to establish local controls on adult uses as defined in state law. Adult bookstores, adult video stores, adult paraphernalia stores, adult motion picture theaters, and adult live entertainment establishments would be defined and would come under the proposed regulations. Court decisions in Massachusetts and U.S. Supreme Court decisions relative to cases in other states have shown that local regulations that categorically prohibit adult uses will not withstand a legal challenge. Effective regulations can be drafted, however, if certain guidelines are followed. The Board will be following these guidelines in drafting the proposed regulations. Public hearings will be held on the matter in 1997, and public input will be sought before a warrant article is submitted. The Planning Board believes that it is unlikely that an adult use will ever come into Town for a variety of reasons but, nevertheless, adoption of regulations is a prudent action and if a use were proposed would give the Town the maximum local control possible.

In closing, the Planning Board welcomes your participation in any of its meetings and, in particular, your expression of agreement or disagreement on positions the Board has chosen to take regarding the development of the Town.

DEVELOPMENT

BOARD OF APPEALS



*William Tedoldi, Chairman,
Michael Crowe
Susan Glazer
Jon Schneider*



*Not pictured:
Gregory J. Condon*

The Board of Appeals consists of three regular members and two associate members appointed by the Board of Selectmen, as authorized and established by General Laws, Chapter 40A, the Home Rule Charter Act and Article VIII of the General By-laws.

The Board met ten times this fiscal year to hear 28 applications for special permits,

1 application for variance, and 1 appeal from a decision of the Building Inspector. Of these, 24 applications for special permit were granted, 1 denied, and 3 withdrawn; the variance was denied. The appeal was withdrawn.

Costs for the year included:

| | |
|----------|--------|
| Salaries | \$5519 |
| Expenses | 2102 |
| Total | \$7621 |

Filing fees for the Board of Appeals consist of 1) \$100 for applications for residential special permits, variances, and appeals from the Building Inspector's decision, and 2) \$200 for applications for non-residential special permits. Applications may be obtained from and filed in the Office of the Town Clerk, Town Hall. All decisions of the Board are filed with the Town Clerk and are a matter of public record.

CONSERVATION COMMISSION



*Roy A. Cramer Chairman,
Alan Brand
William Ely
John D. Marr, Jr.
Carl Shapiro*

*Not pictured:
John T. Lynch
Marsha Salett
Lisa Standley*

| | |
|----------------------|----------|
| Personnel | \$14,500 |
| Purchase of Services | 3,400 |
| Expenses | 1,000 |
| Total | \$18,900 |

FY'97 HIGHLIGHTS

The Commission protects wetlands and resource areas by enforcing the State Wetlands Protection Act (Mass. G.L. Chapter 131, Section 40) and enforcing the Needham Wetlands Protection Bylaw with procedures outlined by Town rules and regulations. All alterations of land in Needham require land owners to determine if the land is a wetland or a resource area such as the 100 foot buffer zone protecting wetlands, the 200 foot buffer zone protecting continually flowing streams and rivers, a protected wildlife habitat, a flood storage area or an aquifer protection district. This determination allows the Commission to review proposed projects and condition the work in a way that will not have an adverse impact on the wetlands and its many functions.

During FY'97, the Commission met formally 22 times and conducted 55 Public Hearings of which 19 were Notices of Intent, 24 were Requests for Determination of Applicability, and 12 were requests for Amendments to existing Orders of Condition. In addition, the Commission

Commission issued 18 Certificates of Compliance for Orders of Conditions and addressed several violations of state and local rules and regulations by issuing Enforcement Orders. This increase in filings before the Commission reflects a continuing aggressive effort by developers to build near wetlands and other resources of the Town. Each project site is visited at least once by the Commission before an Order of Conditions is prepared; projects are monitored during construction by Commissioners or the conservation administrator; and before issuing a Certificate of Compliance the Commission requires proof that the project as built is in conformance with the Order of Conditions.

In FY'97, the Commission reviewed projects ranging from the Expansion of the Town Recycling Area, construction of a Town Water Treatment Facility on Charles River Street, ongoing development of subdivisions on Chestnut Street, South Street and in the Saddlebrook Estates area off Central Avenue, oversight of the MWRA Sewer Replacement/Extension Project along the Charles River, and monitoring of the MDL/Rosemary Meadow contamination area. The Commission denied two residential development projects, which are now in the appeal process. The Commission is grateful to the Boy Scouts of Needham for their continuing efforts to provide trail maintenance and repair work at the Ridge Hill Reservation.

FY'98 FORECAST

The coming year will continue to be a complex and busy one due to the increasing number of proposals to develop marginal land. Implementation of the new Rivers Protection regulations that establish a new protected resource area (200 feet from any continually flowing water body) with new performance standards must be adhered to. The Commission will continue oversight supervision of the MWRA Sewer Replacement/Extension Project and the related restoration plan along the border of the Charles River. The Commission plans to increase its efforts to educate the public on the value of open space, passive recreation, and conservation. In particular, the Commission looks forward to implementing the trail maintenance and improvement plan on Commission administered lands.

The Commission encourages the involvement of all interested Needham residents in helping to preserve and expand the natural resources of the Town. The Commission meets twice monthly on Thursday evenings at 8:00pm, and all Needham citizens are invited to attend.

PURPOSE

The main purpose of the Needham Conservation Commission is to protect and preserve the Town's wetlands and resource areas, to acquire and preserve land in Needham, and to educate Town citizens about the importance of wetlands' integrity. Other functions of the Commission include advising the Town on matters pertaining to use, management and protection of the Town's natural resources and open space, and management of conservation land, including the 325 acres at Ridge Hill Reservation. The Commission seeks to increase the open space resources of the Town through purchase, gift, or granting of conservation restrictions on property.

BUDGETARY DATA

The Commission is staffed by one part-time employee. The balance of the Commission's budget is allocated to purchasing of services (consultants, title examiners, etc.), publications, memberships, and office expenses.

NEEDHAM HOUSING AUTHORITY



Richard W. Gatto, Chairman Paulette J. Turner
Edward Cahalane Ian McLaughlan, Director
Sharon O'Brien Not pictured: Bahi Reda

(408) households including one hundred fifty-two (152) units of state-aided Chapter 667 housing for senior citizens and disabled persons, thirty (30) units of federally-assisted housing for families, forty-six (46) units of federally-assisted housing for elderly or handicapped individuals, seventy-two (72) of Section 8 existing housing, twenty (20) units under the Section 8 voucher program, eighty (80) units of state-aided Chapter 200 veteran's housing, and two (2) staffed apartments under the state's Chapter 689 program serving eight (8) persons with special needs.

PERSONS SERVED

During the year, the number of unit turn overs has been:

| | |
|-------------------------------|----------|
| Cook's Bridge (MA065-001) | 11 units |
| High Rock (Chapter 200) | 13 units |
| Linden-Chambers (Chapter 667) | 24 units |
| Section 8 | 0 units |

FY '98 HIGHLIGHTS

(1) The most significant highlight of the past year was a Management Review conducted by Mapplan Associates of Boston. This process reviewed the entire NHA organization in an attempt to improve efficiency by streamlining operations and reducing costs whenever possible. This process also focused on a Capital Needs Assessment and Plan that would assist the NHA in meeting its capital needs goals even in the worst of economic environments.

(2) Comprehensive improvements were undertaken at the NHA's Cook's Bridge development. Work was completed on re-roofing and re-siding of all structures as well as balcony replacement on elderly units at Seabeds Way.

(3) The Authority has been approved for an additional modernization grant from HUD in

the amount of \$120,000 for Comprehensive Improvements work at the Cooks Bridge Development. These funds will be used to repair and/or replace existing sidewalks, properly ramping them for easier handicap accessibility, as mandated by Section 504 requirements. Also, a portion of funds will be used to install additional insulation in the family units to improve energy conservation.

(4) Work has begun on the replacement of the obsolete heating and hot water systems for the state elderly (667) development buildings located on Chambers St. Completion is expected in the Spring of 1998.

(5) The Authority has recently installed an integrated MIS system which will improve efficiency and record keeping capabilities.

(6) The Authority has established partnerships with Sun Life Corporation, the Christ Church of Needham, the Direct Federal Credit Union of Needham and the Needham School Dept. to educationally, socially, and economically empower NHA residents.

FY '98 FORECAST

The NHA has currently filed paper work to create a nonprofit for the purpose of home ownership initiatives and economic development.

The NHA is continuing its commitment to build strong resident representation through its resident organizations; the Needham Tenants Organization, the Cook's Bridge Tenants Association, and the Linden/Chambers Resident Organization.

The NHA will continue to actively lobby to secure modernization funding that will assist the NHA in meeting its capital improvement needs.

BUDGET DATA

The Needham Housing Authority functions with a number of operating budgets, one for each of the housing programs it administers. Expenditures for the various locally owned state-aided programs during the past year totaled \$754,234. Expenditures for the locally owned federally-assisted programs totaled \$299,030. In addition, \$414,092 was expended to operate the Section 8 Rental Assistance programs. Total expenditures for the year were \$1,472,356.

PURPOSE AND PROGRAMS

The purpose of the Needham Housing Authority is to provide Housing assistance to senior citizens, families and handicapped/disabled persons with limited incomes. The Authority administers a variety of housing programs designed to aid four hundred and eight

HISTORICAL COMMISSION



Carol Boulris Elizabeth Rich
Leslie Crumbaker Dorothy Shearman
Norman A. Homsy

the Bicentennial of the United States of America. Commission mandates and directives are included in the Needham General Bylaws and Massachusetts General Laws, Chapter 40, Section 8D.

Duties of the five-member Commission, which is appointed by the Board of Selectmen, include recording the historical assets of the town for local and state inventories and reviewing any proposed demolition involving a listed property.

BUDGETARY DATA:

| | |
|----------|-------|
| Budget | \$513 |
| Expenses | \$513 |

No employees. All commissioners are volunteers.

FY97 HIGHLIGHTS

• Accepted with great regret, the resignation of charter member Leslie G. Crumbaker, Needham history expert and master researcher, whose contributions to the Commission have been outstanding.

- Reviewed proposed demolition of part of the historic Haws-Newell House under the provisions of the Demolition Delay Bylaw.
- Continued work on the Needham Business District and Needham's Hidden Parks reports.
- Voted to create and to present periodically the Raymond F. Bosworth Award for Historic Preservation, named for a charter member of the Commission.

FY 98 FORECAST

- Publication of the Needham Business District Report and Hidden Parks brochure
- Cooperation with other town boards and committees with the goal of preserving Needham's historic properties in future town planning
- Appointment of a new member of the Commission by the Needham Board of Selectmen

FINANCE

FINANCE COMMITTEE



Thomas H. Hannigan
Ronald P. Culgin
Ford Peckham
Gerard Sullivan, Executive Secretary.



Not pictured:
Maureen Corcoran, James G. Healy,
John M. Hession, Paul T. Milligan,
John P. Ryan, Paul G. Smith

PURPOSE

The Town Moderator appoints the nine members of the Finance Committee for three year staggered terms. Their obligation is to present a balanced budget to the Annual Town Meeting for its review and approval.

For the last several years in this space we have attempted to explain the budget and capital review process, estimating of revenue, and the effects of the economy, federal and state mandates, and Proposition 2 1/2 on that process.

In this column we will present those items in a different perspective and point out a few changes taking place in the last few years.

Town government exists to provide services to its residents. Some services are mandated. Others are optional, to a degree. They include the education of our children, Police and Fire protection, maintenance of roads, water supply, health services, recreational and library facilities among others. To fulfill these services takes people. Needham is very fortunate to have dedicated staff in many areas of government. However, the salary cost is 80% of the Town Operating Budget for departments.

Salary negotiations are a long process involving the Board of Selectmen, through the Town Administrator and Director of Personnel who, usually meet with representatives of the unions in confidential sessions to reach in final agreement. The Finance Committee is kept apprised of the status of negotiations and may make suggestions. The most obvious recommendation is to stay within Proposition 2 1/2. However, for reasons of equity, or trade offs, a two or three-year agreement will be presented to and be approved at the Annual Town Meeting. Although not legally bound (disproving it would be expensive) the Town is obliged to honor its contracts. So, in any given year, 80% of the budget is previously committed before the Finance Committee begins its deliberations.

A few other points regarding the Operating Budget:

- Approximately 20% of the Total Operating Budget is for Townwide Expenses. This includes Insurance, Street Lighting, Minuteman Assessment, Interest Payments, Contributory Retirement and Workers Compensation. Most of these are fixed costs.
- Less than 3% of the total budget goes to 10 departments, including salary. This includes Library, Park and Recreation, Council on Aging, Youth Commission, Health, Veteran's, Conservation, the Historical and Disabilities Commissions, and the Planning Board.
- The School Budget is 45% of the Total Operating Budget, 55% of the Department Budgets.
- 21% of the Education Budget is for Special Education. The State reimburses less than 9% of the mandated cost.
- 85% of the Education Budget is for salaries
- Police, Fire, Public Works and Building Maintenance is approximately 28% of the total budget.
- The Town spends more than \$200,000 in Legal Fees.

The role of many departments is changing. Although true to their primary purpose, the emphasis has changed. The Fire Department has a greater role in fire prevention needs for new construction, emergency services during storms and at Route 128 accidents and contamination spills. It is also provides EMT services, in particular for an older residential population. The Council on Aging has added services helping the "sandwich generation" who is attempting to care for both aging parents and young children. The Youth Commission is more proactive with young people. The Board of Health, the various Commissions and Boards have different roles or added responsibilities because of new regulations, changing safety and environmental standards and even technological changes. The Finance Committee must ask about the net costs in their budget reviews. Many smaller departments have been very creative in responding to increased demands within their limited budget.

Yet the revenue to pay for these services is constant. Approximately 80% of the Town's revenue is from the Property Tax. By law, the town is limited to a 2 1/2% levy increase a year. Also, the town cannot levy more than 2 1/2% of the total full and fair cash value of all taxable real and personal property in the community. Consequently, encouraging new growth to expand the tax base is important. One may not agree for aesthetic reasons, but economically it makes sense.

The remaining part of the revenues also remains constant. There have been no wind-

falls from state aid. Motor vehicle Excise Tax fees, permits and investment income do not vary to any appreciable degree. Increased costs offset increased fees for many programs.

In summary:

- The Finance Committee finds itself dealing with a flat revenue stream, averaging not more than 3.5% increase per year over the last few years. The total for overall budget has increased almost 6% a year. It's a size 12 foot, size 9 shoe situation.
- Secondly, the Committee finds it is seeking cost information from specialized sources who are promulgating regulations that the Town must follow or are advising departments on specific courses of action. For example, there is manganese in the water pollution in the air, contamination in the ground. Also, electric deregulation, cable TV contracts, DEP, EPA, MWRA rules, design review specs, and so on. All must be studied. Almost all need start up costs that lead to further costs and less available funding for the current budget.
- Third, relative to the point above, the Finance Committee does not seek to micromanage. It is the department or board's obligation to present the need for a course of action to the Town. It is the Finance Committee's responsibility to question the cost and explain the availability of funds.

The Finance Committee is fortunate to have an institutional memory within its collective membership and a good relationship with former members. Several have stayed on for five years, longer than any other current board. Yet there is a rotation of new members, with new ideas and insights. Three current members were born and raised in Needham. Some members have lived in town five years. The mix has been beneficial to the Town.

The Finance Committee would like to thank the Boards, Committees, staff and employees of the Town, many of whom good naturedly put up with the annual poking and probing. Needham is very fortunate to have such dedicated service.

DEPARTMENT OF FINANCE



*Robert Addelson, Director of Finance
Robert W. Burke, Director of
Management Information Services
John Krause, Comptroller
Evelyn Poness, Treasurer and Tax
Collector*

real estate bills quarterly, 28,000 motor vehicle excise bills, 3200 W-2 forms, 10,000 landfill stickers, and 900 garbage collection accounts.

In addition to maintaining the automated financial systems for the Town, the MIS Division assists the Town Clerk's Office with automation of voter registration lists, and the Town and school census.

The Comptroller's Division and Treasurer/Collector are responsible for complying with a myriad of Municipal Finance laws and regulations as well as meeting the financial reporting requirements of the State and Federal Governments. These financial controls are essential in order to properly safeguard taxpayer dollars.

The Town is fortunate in that over 98 percent of the property taxes due were paid on time. In addition, as a result of aggressive cash management by the Treasurer, the Town was able to earn \$1,300,000 in interest across all funds in Fiscal Year 1997.

In addition to the daily activities of maintaining the Town's data processing system, accounting for all financial transactions, administering the property tax billing and miscellaneous collection functions, and assisting in the development of the annual capital and operating budgets, other Finance Department activities in FY97 included the on-going fine tuning of the Town's financial management software; the administration of the Town's insurance program; participating in the annual water and sewer rate setting process; the issuance of \$7,400,000 in capital debt; and, the provision of assistance to Town departments in complying with the State's local government procurement laws.

FY98 OBJECTIVES

The primary objectives for the Department of Finance in FY98 are to terminate motor vehicle excise billing by an outside contractor and bring this process "in-house", oversee the work of a telecommunications consultant in developing a long-range telecommunications plan and specifications for a new phone system, and oversee consulting services for the development of an implementation plan for a local area computer network and computerized geographical information systems.

Also during FY98, the Finance Department will:

1. update the five year capital improvement plan
2. update revenue projections for the coming year
3. take steps to collect delinquent taxes, motor vehicle excise and water and sewer charges
4. continue to train town staff on the use of computer hardware and new computer applications
5. issue approximately \$6 million in long-term debt.

In FY97, the Department of Finance consisted of the Finance Director's Office, the Comptroller's Office, Treasurer/Collector, and Management Information Services (MIS). The Department is responsible for the overall financial management of the Town including: advising the Town Administrator of the Town's financial condition, assisting the Town Administrator in preparing the five-year Capital Improvement Plan, cash management, debt management, tax and utility billing, miscellaneous billings for Town services, risk management, audit review and internal financial controls, Minority Business Enterprise and Contract Compliance, and supporting all aspects of the Town's data processing operations. In addition, the MIS Division provides the School Department with a wide variety of student information required for State and Town reporting including: automated class scheduling, daily attendance tracking, and report card processing services. Approximately 13 percent of the resources in the MIS Division support the variety of data processing services provided to the School Department.

Employees Per Division

| | |
|----------------------|------|
| Director of Finance | 1.0 |
| Treasurer/Collector | 5.5 |
| Comptroller's Office | 3.8 |
| Data Processing | 6.0 |
| Total Staff: | 16.5 |

BUDGETARY DATA

| | |
|---------------------|-------------|
| Salaries | \$714,777 |
| Purchase of Service | \$316,907 |
| Expenses | \$83,770 |
| Capital Outlay | \$18,900 |
| Total | \$1,134,354 |

FY97 HIGHLIGHTS

Much of the activity of the Department of Finance involves the day-to-day management of the Town's finances including \$56.3 million in operating expenses, \$4.7 million in special revenue, \$4.6 million in capital project expenditures, and \$6.4 million in enterprise funds (water and sewer), and \$1.3 million in trust funds. Further, the Department processes 300 to 600 payroll checks per week, 400 bi-weekly teachers checks, 400 invoices and expense checks per week, 10,000 water/sewer bills and

It is the goal of the Finance Department to serve the financial management requirements of all Town departments. In addition, it is the obligation of the Finance staff to safeguard the tax dollars and funds received from the residents and taxpayers of the community. The department is always looking for new ways to improve the efficiency of Town services and welcomes the comments of residents in this regard.

FINANCE

THE BOARD OF ASSESSORS



Thomas Mulhern, Chairman

John F. Milligan

James Weidenfeller, Administrative Assessor

The Board of Assessors is responsible for the administration of a wide range of state laws pertaining to the estimation of value of real estate, personal property, motor vehicle excise, and boat excise in the community. Data pertaining to each property is maintained and constantly reviewed for accuracy. This data and data from sales of the previous calendar year form the basis for the *ad valorem* valuation placed on property. Upon completion of the town meeting process and receipt of warrants from state and county sources, the Assessors set the tax rate based on the classification split selected by the Board of Selectmen.

FY-97 HIGHLIGHTS

FY-97 was Certification Year for real estate and personal property. Beginning in January of 1996 representatives from the Department of

Revenue began their review of the staffing, mapping, data, value tables, methodology and final values. A field review and sampling of data is undertaken on all residential property. This is done to assure data quality. Commercial sales, rents, vacancy rates and expenses are reviewed. Residential values are reviewed; stratified by neighborhood, age, style, sales price, sale date, grade and condition. In September the D.O.R. field review person takes all the information to Boston for final review. When a preliminary approval is given, the Assessors then have to publish the proposed values for a period of 10 days. During that time the public is encouraged to review their proposed assessments. Upon completion of that process and final review by the D.O.R. values are ready to be applied to the tax rate and bills produced.

Staff:

1 Administrator

1 Assistant Administrator

1 Administrative Assistant

1 Deed Review & Betterment Specialist

1 Mapping Specialist

1 Motor Vehicle Specialist

Property Valued in FY-97:

Single Family Residential: 8,184

Condominium:d 433

| | |
|--------------------|--------|
| Two Family: | 366 |
| Three Family: | 25 |
| Four Plus Family: | 26 |
| Vacant Land: | 234 |
| Misc. Residential: | 2 |
| Mixed Use: | 24 |
| Commercial: | 388 |
| Industrial: | 59 |
| Personal Property: | 1,083 |
| Total | 10,824 |

BUDGET

| | |
|--------------------------------|-----------|
| Salaries: | \$205,346 |
| Revaluation: | \$16,900 |
| Expenses: | \$11,400 |
| Abatement Applications Filed: | 648 |
| Appellate Tax Board Cases: | 61 |
| Building Permits: | 871 |
| Demolitions: | 20 |
| New Construction(residential): | 58 |
| Motor Vehicle Excise Tax Bills | |
| Processed: | 22,000 |
| Field Inspections | 2,600 |
| Commercial/Indust. Inspections | 360 |

COMMISSIONERS OF TRUST FUNDS



Michael M. Monahan, Chairman

Robert W. Cutts

Patrick C. Forde

Evelyn M. Poness, Treasurer

The duty of the Commissioners is to invest the trust assets in a competent and prudent manner, with the primary goal of preservation of principal and balancing current earnings with capital growth. The Commissioners are also responsible for the proper disbursement of trust funds. Within the established investment guidelines, the Commissioners have full discretion as to the investment and allocation of trust assets. Disbursement of trust assets is directed by guidelines set forth within the individual trust documents.

Traditional trust law holds fiduciaries to a "prudent man" standard in investment, requiring trustees to behave as a hypothet-

ical prudent man would, under like circumstances. Your Commissioners hold themselves to an even stricter standard, to act as "prudent experts." It is not enough to act as a careful amateur would under like circumstances, your Commissioners are knowledgeable enough to act as careful professional, experienced and educated fiduciaries in trust and financial matters. "Prudence" is a design standard, not a performance standard. That is to say that it is process oriented, not result-oriented. Although the primary goal of your Commissioners is preservation of principal, they monitor investment performance very closely. During FY97, your Commissioners returned 17% on trust assets.

As of June 30, 1997, Needham's trust assets totaled \$1,543,000. During FY97, the Commissioners disbursed over \$57,000 in benefits to the community. There are 27 separate trusts divided into three main categories: Schools, Library and Miscellaneous which is further separated into classifications such as scholarships, athletics and community projects. One of the Commissioners primary goals is to make the community aware of the funds that are available for various projects or scholarships.

In FY97, the Commissioners continued an investment strategy to maintain an appro-

priate income flow to meet the needs of beneficiaries and to grow principal over the long-term. The Commissioners are ever vigilant to keep transaction costs as low as possible. This is accomplished in two primary ways: first, the Commissioners negotiate the lowest commission rate available from the brokerage firm and second, they keep transactions to a minimum. By taking a long-term view of the trust portfolios, the Commissioners believe the benefits will be greater in the long-term.

For FY98, the Commissioners goals are to keep a close watch on asset allocation in order to maintain a well insulated portfolio, even during the turbulent markets that lie ahead.

The Commissioners remind the citizens of Needham to continue assisting in the growth of the principal of the trust funds through their ongoing generosity.

If you have any questions about the Trust Funds, please contact the Treasurers Office.

FINANCE

TOWN OF NEEDHAM GENERAL FUND STATEMENT OF APPROPRIATIONS AND EXPENDITURES YEAR ENDED JUNE 30, 1997

| | FY96 Continued Appropriations | Annual Town Meeting Appropriation | Special Town Meeting Amendments | Total Available for Expenditure | Disbursements to Date | FY97 Encumbrances | Total Expenditures | Unexpended Returned to Surplus |
|---------------------------------------|-------------------------------------|---|---------------------------------------|---------------------------------------|-----------------------------|----------------------|-----------------------|--------------------------------------|
| Summary. | | | | | | | | |
| Townwide Expenses | 0 | 9,801,491 | 38,667 | 9,840,158 | 9,521,988 | 88,970 | 9,610,958 | 229,200 |
| General Government | 5,000 | 801,479 | 0 | 806,479 | 772,836 | 21,243 | 794,079 | 12,400 |
| Finance | 0 | 1,902,568 | (69,185) | 1,833,383 | 1,321,423 | 66,043 | 1,387,466 | 445,917 |
| Education | 0 | 22,635,998 | 0 | 22,635,998 | 22,209,145 | 426,253 | 22,635,398 | 600 |
| Public Safety | 0 | 7,351,956 | 35,000 | 7,386,956 | 7,286,467 | 66,726 | 7,353,193 | 33,763 |
| Public Facilities | 18,750 | 6,922,965 | 3,300 | 6,945,015 | 6,834,933 | 70,536 | 6,905,469 | 39,546 |
| Human Services | 20,329 | 637,500 | (2,960) | 654,869 | 594,899 | 15,909 | 610,808 | 44,061 |
| Development | 0 | 125,825 | 0 | 125,825 | 115,310 | 3,558 | 118,868 | 6,957 |
| Cultural and Leisure | 600 | 1,050,996 | 0 | 1,051,596 | 1,024,790 | 8,502 | 1,033,292 | 18,304 |
| Grand Total | 44,679 | 51,230,778 | 4,822 | 51,280,279 | 49,681,791 | 767,740 | 50,449,531 | 830,748 |
| Townwide Expenses | | | | | | | | |
| 1010 Street Lighting | | 390,000 | | 390,000 | 388,803 | | 388,803 | 1,197 |
| 1011 Garbage Collection | | 95,000 | | 95,000 | 93,660 | | 93,660 | 1,340 |
| 1012 General Insurance | | 420,000 | | 420,000 | 335,724 | | 335,724 | 84,276 |
| 1013 Health Insurance | | 3,600,000 | | 3,600,000 | 3,599,339 | | 3,599,339 | 661 |
| 1014 Worker's Compensation | | 350,000 | | 350,000 | 349,000 | 1,000 | 350,000 | 0 |
| 1015 Property Self Insurance | | 15,000 | | 15,000 | 15,000 | | 15,000 | 0 |
| 1016 Uniformed Service Self Insurance | | 120,000 | | 120,000 | 65,043 | 54,500 | 119,543 | 457 |
| 1017 Unemployment Compensation | | 30,000 | | 30,000 | 11,938 | 5,000 | 16,938 | 13,062 |
| 1018 Maturing Bonds | | 1,097,000 | 134,375 | 1,231,375 | 1,211,856 | | 1,211,856 | 19,519 |
| 1019 Bond Interest | | 403,150 | (104,150) | 299,000 | 267,027 | 26,870 | 293,897 | 5,103 |
| 1020 Contributory Retirement | | 2,504,073 | | 2,504,073 | 2,474,525 | | 2,474,525 | 29,548 |
| 1021 Chapter 32 Retirement | | 200,000 | | 200,000 | 132,121 | | 132,121 | 67,879 |
| 1022 Minuteman Assessment | | 481,768 | 8,442 | 490,210 | 490,210 | | 490,210 | 0 |
| 1023 MBTA Commuter Parking | | 95,500 | | 95,500 | 87,742 | 1,600 | 89,342 | 6,158 |
| Subtotal | 0 | 9,801,491 | 38,667 | 9,840,158 | 9,521,988 | 88,970 | 9,610,958 | 229,200 |
| Board of Selectmen | | | | | | | | |
| 101 Salaries | | 281,418 | | 281,418 | 280,620 | | 280,620 | 798 |
| 102 Purchase of Service | | 115,408 | | 115,408 | 107,193 | 6,700 | 113,893 | 1,515 |
| 103 Expenses | 5,000 | 19,850 | | 24,850 | 21,218 | | 21,218 | 3,632 |
| 104 Capital Outlay | | 4,000 | | 4,000 | 3,190 | 800 | 3,990 | 10 |
| | 5,000 | 420,676 | 0 | 425,676 | 412,221 | 7,500 | 419,721 | 5,955 |
| Town Clerk | | | | | | | | |
| Board of Registrars | | | | | | | | |
| 105 Salaries | | 137,797 | | 137,797 | 137,797 | | 137,797 | 0 |
| 106 Purchase of Service | | 21,625 | | 21,625 | 15,256 | 5,600 | 20,856 | 769 |
| 107 Expenses | | 3,740 | | 3,740 | 3,427 | | 3,427 | 313 |
| 108 Capital Outlay | | 0 | | 0 | 0 | | 0 | 0 |
| 109 Tellers/Canvassers/Details | | 21,381 | | 21,381 | 18,234 | | 18,234 | 3,147 |
| | 0 | 184,543 | 0 | 184,543 | 174,714 | 5,600 | 180,314 | 4,229 |
| Legal | | | | | | | | |
| 110 Salaries | | 49,569 | | 49,569 | 49,379 | | 49,379 | 190 |
| 111 Special Fees | | 130,000 | | 130,000 | 129,850 | 150 | 130,000 | 0 |
| 112 Expenses | | 5,000 | | 5,000 | 3,320 | | 3,320 | 1,680 |
| | 0 | 184,569 | 0 | 184,569 | 182,549 | 150 | 182,699 | 1,870 |
| Personnel Board | | | | | | | | |
| 113 Salaries | | 1,691 | | 1,691 | 1,345 | | 1,345 | 346 |
| 114 Purchase of Service | | 2,500 | 7,500 | 10,000 | 2,007 | 7,993 | 10,000 | 0 |
| 115 Merit Bonus | | 7,500 | (7,500) | 0 | | | | |
| | 0 | 11,691 | 0 | 11,691 | 3,352 | 7,993 | 11,345 | 346 |
| Assessors | | | | | | | | |
| 201 Salaries | | 205,346 | | 205,346 | 203,945 | | 203,945 | 1,401 |
| 202 Purchase of Service | | 25,000 | | 25,000 | 13,494 | 11,000 | 24,494 | 506 |
| 203 Expenses | | 11,400 | | 11,400 | 8,900 | | 8,900 | 2,500 |
| 204 Capital Outlay | | 1,000 | | 1,000 | 0 | | 0 | 1,000 |
| | 0 | 242,746 | 0 | 242,746 | 226,339 | 11,000 | 237,339 | 5,407 |
| Finance Department | | | | | | | | |
| 205 Salaries | | 673,240 | | 673,240 | 663,835 | | 663,835 | 9,405 |
| 206 Purchase of Service | | 310,230 | | 310,230 | 262,646 | 44,443 | 307,089 | 3,141 |
| 207 Expenses | | 81,720 | | 81,720 | 67,729 | 8,400 | 76,129 | 5,591 |
| 208 Capital Outlay | | 30,850 | 2,900 | 33,750 | 31,487 | 2,200 | 33,687 | 63 |
| | 0 | 1,096,040 | 2,900 | 1,098,940 | 1,025,697 | 55,043 | 1,080,740 | 18,200 |
| Finance Committee | | | | | | | | |
| 209 Salaries | | 13,548 | | 13,548 | 13,548 | | 13,548 | 0 |
| 210 Expenses | | 500 | | 500 | 260 | | 260 | 240 |
| 211 Reserve Fund | | 490,085 | (72,085) | 418,000 | 0 | | 0 | 418,000 |
| | 0 | 504,133 | (72,085) | 432,048 | 13,808 | 0 | 13,808 | 418,240 |

FINANCE

| | | | | | | | |
|-------------------------|---------------------|------------|------------|------------|------------|------------|-----------|
| Contributory Retirement | | | | | | | |
| 212 | Salaries | 46,689 | | 46,689 | 42,619 | 42,619 | 4,070 |
| 213 | Purchase of Service | 8,750 | | 8,750 | 8,750 | 8,750 | 0 |
| 214 | Expenses | 4,210 | | 4,210 | 4,210 | 4,210 | 0 |
| | | 0 | 59,649 | 0 | 59,649 | 55,579 | 0 |
| | | | | | | 0 | 55,579 |
| | | | | | | | 4,070 |
| School Department | | | | | | | |
| 301 | Salaries | 19,020,151 | | 19,020,151 | 19,157,162 | 19,157,162 | (137,011) |
| 302 | Purchase of Service | 2,688,317 | | 2,688,317 | 2,165,815 | 85,365 | 2,251,180 |
| 303 | Expenses | 701,444 | | 701,444 | 651,070 | 127,483 | 778,553 |
| 304 | Capital Outlay | 226,086 | | 226,086 | 235,098 | 213,405 | 448,503 |
| | | 0 | 22,635,998 | 0 | 22,635,998 | 22,209,145 | 426,253 |
| | | | | | | 22,635,398 | 600 |
| Police | | | | | | | |
| 401 | Salaries | 2,908,706 | 52,451 | 2,961,157 | 2,961,157 | 2,961,157 | 0 |
| 402 | Purchase of Service | 44,792 | | 44,792 | 42,330 | 595 | 42,925 |
| 403 | Expenses | 99,259 | | 99,259 | 90,840 | 6 | 90,846 |
| 404 | Capital Outlay | 92,188 | | 92,188 | 90,688 | 1,500 | 92,188 |
| | | 0 | 3,144,945 | 52,451 | 3,197,396 | 3,185,015 | 2,101 |
| | | | | | | 3,187,116 | 10,280 |
| Fire | | | | | | | |
| 405 | Salaries | 3,784,200 | (17,451) | 3,766,749 | 3,747,084 | 3,747,084 | 19,665 |
| 406 | Purchase of Service | 57,313 | | 57,313 | 57,188 | 125 | 57,313 |
| 407 | Expenses | 155,475 | | 155,475 | 87,985 | 64,500 | 152,485 |
| 408 | Capital Outlay | 17,000 | | 17,000 | 16,986 | | 16,986 |
| | | 0 | 4,013,988 | (17,451) | 3,996,537 | 3,909,243 | 64,625 |
| | | | | | | 3,973,868 | 22,669 |
| Building | | | | | | | |
| 409 | Salaries | 185,616 | | 185,616 | 185,616 | 185,616 | 0 |
| 410 | Purchase of Service | 2,260 | (600) | 1,660 | 1,277 | | 1,277 |
| 411 | Expenses | 4,847 | 600 | 5,447 | 5,017 | | 5,017 |
| 412 | Capital Outlay | 300 | | 300 | 299 | | 299 |
| | | 0 | 193,023 | 0 | 193,023 | 192,209 | 0 |
| | | | | | | 192,209 | 814 |
| Public Works | | | | | | | |
| 501 | Salaries | 2,188,702 | | 2,188,702 | 2,170,526 | 2,170,526 | 18,176 |
| 502 | Purchase of Service | 18,750 | 1,252,891 | 1,271,641 | 1,271,641 | 1,271,641 | 0 |
| 503 | Expenses | | 331,820 | 331,820 | 330,320 | 249 | 330,569 |
| 504 | Capital Outlay | | 0 | 0 | 0 | | 0 |
| 505 | Snow & Ice | | 150,000 | 150,000 | 150,000 | | 150,000 |
| | | 18,750 | 3,923,413 | 0 | 3,942,163 | 3,922,487 | 249 |
| | | | | | | 3,922,736 | 19,427 |
| Building Maintenance | | | | | | | |
| 507 | Salaries | 1,604,674 | (25,880) | 1,578,794 | 1,567,880 | 1,567,880 | 10,914 |
| 508 | Purchase of Service | 1,139,653 | (8,170) | 1,131,483 | 1,066,096 | 65,387 | 1,131,483 |
| 509 | Expenses | 215,225 | 34,050 | 249,275 | 235,170 | 4,900 | 240,070 |
| 510 | Capital Outlay | 40,000 | | 40,000 | 40,000 | | 40,000 |
| | | 0 | 2,999,552 | 0 | 2,999,552 | 2,909,146 | 70,287 |
| | | | | | | 2,979,433 | 20,119 |
| PPBC | | | | | | | |
| 511 | Salaries | 0 | 3,060 | 3,060 | 3,060 | 3,060 | 0 |
| 512 | Expenses | 0 | 240 | 240 | 240 | 240 | 0 |
| | | 0 | 3,300 | 3,300 | 3,300 | 0 | 3,300 |
| | | | | | | | 0 |
| Board of Health | | | | | | | |
| 601 | Salaries | 199,921 | | 199,921 | 195,507 | 195,507 | 4,414 |
| 602 | Purchase of Service | 7,490 | 65,741 | 73,231 | 66,189 | 3,509 | 69,698 |
| 603 | Expenses | | 7,550 | 7,550 | 7,288 | | 7,288 |
| 604 | Capital Outlay | | 500 | 500 | 500 | | 500 |
| | | 7,490 | 273,712 | 0 | 281,202 | 269,484 | 3,509 |
| | | | | | | 272,993 | 8,209 |
| Veterans' Services | | | | | | | |
| 605 | Salaries | 38,161 | | 38,161 | 35,576 | 35,576 | 2,585 |
| 606 | Expenses | 3,700 | | 3,700 | 130 | 130 | 3,570 |
| 607 | Benefits | 30,000 | | 30,000 | 9,232 | 9,232 | 20,768 |
| | | 0 | 71,861 | 0 | 71,861 | 44,938 | 0 |
| | | | | | | 44,938 | 26,923 |
| Youth Commission | | | | | | | |
| 608 | Salaries | 115,066 | (2,960) | 112,106 | 107,254 | 107,254 | 4,852 |
| 609 | Purchase of Service | 2,140 | 500 | 2,640 | 2,631 | 2,631 | 9 |
| 610 | Expenses | 2,650 | (500) | 2,150 | 2,145 | 2,145 | 5 |
| 611 | Capital Outlay | 0 | | 0 | 0 | 0 | 0 |
| | | 0 | 119,856 | (2,960) | 116,896 | 112,030 | 0 |
| | | | | | | 112,030 | 4,866 |
| Council on Aging | | | | | | | |
| 612 | Salaries | 156,458 | | 156,458 | 153,413 | 153,413 | 3,045 |
| 613 | Purchase of Service | 11,500 | 300 | 11,800 | 11,796 | 11,796 | 4 |
| 614 | Expenses | 3,600 | (300) | 3,300 | 3,238 | 3,238 | 62 |
| 615 | Capital Outlay | 12,400 | 0 | 12,400 | | 12,400 | 12,400 |
| | | 12,400 | 171,558 | 0 | 183,958 | 168,447 | 12,400 |
| | | | | | | 180,847 | 3,111 |

FINANCE

| | | | | | | | | |
|----------------------------|---------------------|--------|------------|---------|------------|------------|---------|------------|
| Commission on Disabilities | | | | | | | | |
| 616 | Expenses | 439 | 513 | 952 | | 0 | 952 | |
| | | 439 | 513 | 0 | 952 | 0 | 0 | 952 |
| Planning Board | | | | | | | | |
| 701 | Salaries | | 92,521 | 92,521 | 87,528 | 87,528 | 4,993 | |
| 702 | Purchase of Service | | 2,960 | 3,660 | 3,620 | 3,620 | 40 | |
| 703 | Expenses | | 1,947 | (700) | 1,247 | 674 | 1,133 | 114 |
| 704 | Capital Outlay | | 0 | 0 | 0 | 0 | 0 | 0 |
| | | 0 | 97,428 | 0 | 97,428 | 91,822 | 459 | 5,147 |
| Conservation Commission | | | | | | | | |
| 705 | Salaries | | 14,435 | 14,435 | 14,435 | 14,435 | 0 | |
| 706 | Purchase of Service | | 3,429 | 3,429 | 805 | 2,580 | 3,385 | 44 |
| 707 | Expenses | | 1,150 | 1,150 | 578 | 519 | 1,097 | 53 |
| 708 | Capital Outlay | | 0 | 0 | 0 | 0 | 0 | 0 |
| | | 0 | 19,014 | 0 | 19,014 | 15,818 | 3,099 | 18,917 |
| Board of Appeals | | | | | | | | |
| 709 | Salaries | | 5,520 | 5,520 | 5,519 | 5,519 | 1 | |
| 710 | Purchase of Service | | 3,000 | 3,000 | 1,964 | 1,964 | 1,036 | |
| 711 | Expense | | 350 | 350 | 137 | 137 | 213 | |
| | | 0 | 8,870 | 0 | 8,870 | 7,620 | 0 | 1,250 |
| Historical Commission | | | | | | | | |
| 712 | Expenses | | 513 | 513 | 50 | 50 | 463 | |
| | | 0 | 513 | 0 | 513 | 50 | 0 | 463 |
| Library | | | | | | | | |
| 801 | Salaries | | 551,537 | 551,537 | 548,853 | 548,853 | 2,684 | |
| 802 | Purchase of Service | | 35,374 | 35,374 | 35,370 | 35,370 | 4 | |
| 803 | Books & Periodicals | | 114,800 | 114,800 | 106,898 | 7,902 | 114,800 | 0 |
| 804 | Expenses | | 12,780 | 12,780 | 12,508 | 12,508 | 272 | |
| 805 | Capital Outlay | | 0 | 0 | 0 | 0 | 0 | 0 |
| | | 0 | 714,491 | 0 | 714,491 | 703,629 | 7,902 | 711,531 |
| Park & Recreation | | | | | | | | |
| 807 | Salaries | | 281,883 | 281,883 | 268,455 | 268,455 | 13,428 | |
| 808 | Purchase of Service | | 24,775 | 24,775 | 24,758 | 24,758 | 17 | |
| 809 | Expenses | | 24,347 | 24,347 | 23,296 | 23,296 | 1,051 | |
| 810 | Capital Outlay | | 5,000 | 5,000 | 4,153 | 4,153 | 847 | |
| | | 0 | 336,005 | 0 | 336,005 | 320,662 | 0 | 320,662 |
| Memorial Park | | | | | | | | |
| 811 | Expenses | 600 | 500 | 1,100 | 499 | 600 | 1,099 | 1 |
| 812 | Capital Outlay | | 0 | 0 | | | 0 | 0 |
| | | 600 | 500 | 0 | 1,100 | 499 | 600 | 1,099 |
| | | | | | | | | 1 |
| Grand Total | | 44,679 | 51,230,778 | 4,822 | 51,280,279 | 49,681,791 | 767,740 | 50,449,531 |
| | | | | | | | | 830,748 |

TOWN OF NEEDHAM WATER ENTERPRISE FUND STATEMENT OF APPROPRIATIONS AND EXPENDITURES YEAR ENDED JUNE 30, 1997

| | FY96 Continued Appropriations | Annual Town Meeting Appropriation | Special Town Meeting Amendments | Total Available for Expenditure | Disbursements to Date | FY97 Encumbrances | Total Expenditures | Unexpended Returned to Surplus |
|------------------|-------------------------------------|---|---------------------------------------|---------------------------------------|-----------------------------|----------------------|-----------------------|--------------------------------------|
| Water Department | | | | | | | | |
| 908 | Salaries | 518,199 | | 518,199 | 518,199 | | 518,199 | 0 |
| 909 | Purchase of Service | 229,891 | | 229,891 | 229,891 | | 229,891 | 0 |
| 910 | Expenses | 151,255 | 50,000 | 201,255 | 197,946 | | 197,946 | 3,309 |
| 911 | Capital Outlay | 103,500 | | 103,500 | 103,376 | | 103,376 | 124 |
| 912 | MWRA Assessment | 120,455 | 129,384 | 249,839 | 249,839 | | 249,839 | 0 |
| 913 | Emergency Repairs | 20,000 | 30,000 | 50,000 | 5,991 | | 5,991 | 44,009 |
| 914 | Debt Service | 315,000 | | 315,000 | 312,013 | | 312,013 | 2,987 |
| | 0 | 1,458,300 | 209,384 | 1,667,684 | 1,617,255 | 0 | 1,617,255 | 50,429 |

TOWN OF NEEDHAM SEWER ENTERPRISE FUND STATEMENT OF APPROPRIATIONS AND EXPENDITURES YEAR ENDED JUNE 30, 1997

| | FY96 Continued Appropriations | Annual Town Meeting Appropriation | Special Town Meeting Amendments | Total Available for Expenditure | Disbursements to Date | FY97 Encumbrances | Total Expenditures | Unexpended Returned to Surplus |
|------------------|-------------------------------------|---|---------------------------------------|---------------------------------------|-----------------------------|----------------------|-----------------------|--------------------------------------|
| Sewer Department | | | | | | | | |
| 901 | Salaries | 413,693 | (70,000) | 343,693 | 343,693 | | 343,693 | 0 |
| 902 | Purchase of Service | 94,779 | 15,000 | 109,779 | 109,779 | | 109,779 | 0 |
| 903 | Expenses | 59,300 | | 59,300 | 59,300 | | 59,300 | 0 |
| 904 | Capital Outlay | 0 | 4,500 | 4,500 | 0 | 4,500 | 4,500 | 0 |
| 905 | MWRA Assessment | 3,468,741 | 191,747 | 3,660,488 | 3,660,488 | | 3,660,488 | 0 |
| 906 | Emergency Repairs | 20,000 | 55,000 | 75,000 | 10,905 | | 10,905 | 64,095 |
| 907 | Debt Service | 515,000 | | 515,000 | 515,000 | | 515,000 | 0 |
| | 0 | 4,571,513 | 196,247 | 4,767,760 | 4,699,165 | 4,500 | 4,703,665 | 64,095 |

REFERENCE

TOWN OF NEEDHAM BALANCE SHEET GENERAL FUND JUNE 30, 1997

| | |
|--|---------------|
| CASH | \$6,719,472 |
| TAXES RECEIVABLE: | |
| Personal Property | \$86,654 |
| Real Estate | \$738,427 |
| | \$825,081 |
| ACCOUNTS RECEIVABLE: | |
| Motor Vehicle Excise | \$565,464 |
| Deferred Real Estate | \$475,466 |
| Tax Title | \$377,890 |
| Betterments | \$56,140 |
| Other Departmental | \$324,413 |
| | \$1,799,373 |
| LESS: | |
| Allowance for Abatements & Exemptions | (\$1,096,344) |
| TOTAL ASSETS | \$8,247,582 |
| LIABILITIES: | |
| Deferred Revenue | \$1,530,849 |
| Other Liabilities | \$125,489 |
| | \$1,656,338 |
| FUND EQUITY: | |
| Reserved For Encumbrances | \$855,822 |
| Reserved for Abatements & Exemptions | \$1,096,344 |
| Reserved for Continuing Appropriations | \$34,673 |
| Reserved for Expenditures FY98 | \$2,301,407 |
| Real Estate Revenue Collected in FY97 | \$244,578 |
| Overlay Surplus | \$99,034 |
| | \$4,631,858 |
| UNRESERVED FUND BALANCE | \$1,959,386 |
| TOTAL LIABILITIES AND FUND EQUITY | \$8,247,582 |

TOWN OFFICIALS ELECTED

Moderator

Michael K. Fee '98

Selectmen

Daniel P. Matthews, Chairman '98

John D. Marr, Jr. '99

John H. Cogswell '99

Paul Theodore Owens '00

William M. Powers '00

Town Clerk

Theodora K. Eaton '98

Assessors

Thomas J. Mulhern, Chairman '99

David R. Suny '98

James M. Zeiger

School Committee

Paul F. Denver, Chairman '00

Irwin Silverstein '98

Karl Clauset '98

Jeffrey Simmons '98

Gerald A. Wasserman '99

Susan Welby '99

Michael F. Hourigan '00

Park and Recreation Commission

Philip V. Robey, Chairman '99

Jeffrey I. Meropol '98

James F. Sargent '98

Thomas J. Conroy '00

Richard P. Weitzen '00

Trustees of Memorial Park

Ron Sockol, Chairman '98

Charles J. Mangine '98

John S. Gallello '99

John J. Logan, Jr. '00

Catherine Schneider '00

Planning Board

Devra G. Bailen, Chairman '98

Paul Killeen '99

Maurice P. Handel '00

Frank S. Gallello '01

Robert T. Smart, Jr. '02

Board of Health

Edward V. Cosgrove, Chairman '99

A. Raymond Taurasi '98

Alan K. Stern '00

Housing Authority

Paulette J. Turner Chairman '00

Edward S. Cahalane '97

Richard W. Gatto '98

Charles H. Cahill, Jr. '99

Sharon C. O'Brien '01

Reda Bahi '01

Commissioners of Trust Funds

Michael M. Monahan, Chairman '99

Robert W. Cutts '00

Patrick C. Forde '98

Trustees of Public Library

Lois F. Sockol, Chairman '99

Sally B. Powers, Chairman '99

Lois C. Bacon '98

Gail B. Hedges '98

Thomas M. Harkins '99

Emily Salaun '00

Gregory J. Shesko '00

Constables

Andrew Carson '99

Walter A. Wright '99

Carl F. Valente

Director of Finance

Robert Addelson

Treasurer and Tax Collector

Evelyn M. Poness

Town Comptroller/Chief Procurement Officer

Pamela Leduc

Director of MIS

Robert A. Burke

Town Counsel

David S. Tobin

Personnel Director

Kate Fitzpatrick

Director of Public Works

Richard P. Merson

Town Engineer

David F. Greenwood

Division Superintendents

Park - John Cusick

Water/Sewer - James J. Courchaine

Highway - Mark Flynn

Garage - Stephen J. Hawes

Police Chief and Keeper of the Lockup

William G. Slowe

Truant Officer

William P. Matthies

Animal Control Officer

Harry Greenlaw

Fire Chief and Superintendent of Fire Alarm/Forest Warden

Robert A. DiPoli

Director of Emergency Management

Charles J. Rizzo

APPOINTED BY THE SELECTMEN

Town Administrator

District Director of Veterans' Services/Veterans' Burial Agent/Veterans' Graves Officer

John J. Logan, Jr

Inspector of Buildings

Armand H. Lavigne

Local Building Inspector

Daniel P. Walsh

Inspector of Wiring

Ernest J. Hohengasser

James Trudeau (sub)

Richard Greaves (sub)

John Anzivino (sub)

Inspector of Plumbing and Gas

Robert Hapuman (sub)

Tim Sullivan (sub)

Deputy Custodian of Buildings and Grounds

David L. Scahill

Sealer of Weights and Measures

William James Whalen

Data Processing Advisory Board

Irwin Weiss, Chairman

Robert Addelson

John R. Allison

Charles J. Barbagallo

Karen Brown

Robert W. Burke

Paul Messias

Peter van Amson

Registrars of Voters

John W. Day, Chairman

Barbara Doyle

Mary J. McCarthy

Theodora K. Eaton, ex - officio

Board of Appeals

William J. Tedoldi, Chairman

Michael A. Crowe

Don P. Schneider

Susan Glazer, Associate

Gregory Condon, Associate

Conservation Commission

Roy A., Cramer, Chairman

Alan Brand

William C. Ely

John T. Lynch

John D. Marr, Jr.

Carl Shapiro

Lisa A. Standley

Solid Waste Disposal and Recycling Advisory Committee

David Klebanoff, Chairman

Paul Adams

Mary Jane Baker

John H. Cogswell

William Dermody

John Frankenthaler

Robert A. MacEwen

Eugene McMorrow

Kevin Pichetti

Barbara Popper

Stephen Popper

Rachael Spector

Robert Therrien

Historical Commission

Carol J. Boulris

Leslie G. Crumbaker

Norman A. Homsy

Elizabeth Rich

Dorothy D. Shearman

Annual Town Report Committee

Ane A. Howard

Carl F. Valente

Human Rights Committee

Bobbie Alicen

Anita Brown

Thomas Conroy

Bud Cederholm

Foster Crook

Trudi Farnham

James Glickman

Helen Hicks

George H. Irish, Jr.

Miriam Kronish

Wayne Purnell

Bahi Reda

A. Fay Remnitz

William G. Slowe

Richard Valcovic

Michael Vaughn

Cultural Council

Robert Enos

Ellen Hunt

Trude Ide

Vasilias Laskaris

Rita Minihan

Harriet D. Tippet

Cable Television Advisory Committee

Jon Tampkin, Chairman

Siben Dasqupta

William R. Day

John Fountain

Arnold M. Goldstein

Michael Greis

John J. Logan, Jr.

James Modena

Ford H. Peckham

Ad Hoc Insurance Advisory Committee

Albert H. Shapiro, Chairman

Richard Davis

Niels H. Fischer

William H. Niblock, Jr.

Paul Winnick

Stephen Palmer Rent Review and Tenant Selection Committee

Gary Petrini

Patricia Forte

Robert T. Heald

Commission on Disabilities

Elaine Saunders, Co-Chair

Maureen T. Gallagher, Co-Chair

Frank DerSarkesian

Gertrude Farnham

Jeanie Martin

James A. Mayo

Carl F. Valente

Physical and Biological Sciences Committee

MaryDiolys Anderson

David Bellinger

Andrew Bogdan

Thomas Fuller

John D. Genova

Jeffrey Kleiman

Eric D. Leskowitz

Robert T. Smart, Jr.

Irwin Silverstein

Peter Valberg

Water and Sewer Rate Structure Committee

Richard Coleman, Chairman

John Cogswell

Paul Cooley

John D. Marr, Jr

Gerald Rovner

Stanley Stanzin

Bonnie Tower

Glover Enterprise Fund Committee

David Devine, Chairman

Paul Attridge

Cynthia Chaston

Francesco DeVito

Gorge H. Hoffmeister

Ronald Ruth

Larry Smith

Carl F. Valente (ex-officio)

APPOINTED BY THE MODERATOR

Finance Committee

John P. Ryan, Chairman

Ronald P. Culgin

Thomas H. Hannigan

James G. Healy

Susan R. Herman

John M. Hession

Paul T. Milligan

Ford Peckham

Paul G. Smith

Personnel Board

Richard Creem., Chairman

James Brierley

Vivian Hsu

William J. Miles

Richard A. Perras

APPOINTED BY THE ELECTED AND APPOINTED BOARDS

Superintendent of Schools

Patricia Ruane

Planning Director

Lee Newman

Park and Recreation Director

Patricia M. Carey

Library Director

Ann MacFate

Administrative Assessor

James C. Weidenfeller

Director of Public Health

Fredric L. Cantor

Executive Director, Council on Aging

Ann L. Hartstein

Director of Youth Commission

Jon Mattleman

Environment Health Agent

Jane Anderson

Assistant Town Clerk

Louise MacLean

Director of Municipal Building Maintenance

Mark Lafleur

Contributory Retirement Board

(under vote of Town 11/3/36)

Evelyn Poness, by Selectmen

Kathleen P. Fitzpatrick, by Selectmen

Thomas A. Welch, II, by vote of employees

and retirees

John P. Krawiecki, by vote of employees and

retirees

Robert Mearls, by members of the Retirement

Board

Council on Aging

Roma Jean Brown, Chairman

William T. Burke

Elizabeth Casey

Morris Dettman

Trudi J. Farnham

Helen Hicks

Eleanor Jacques

Vivian D. McIver

Ruth Moy

George Shannon

Nina Silverstein

Betsy Tedoldi

REFERENCE

Future School Needs Committee

James Lamenzo, by Moderator Chairman
Mary Riddell by League of Women Voters
Marjorie Margolis by Moderator
Loretta O'Grady by PTC President's Council
Michele McQuillen, by Selectmen
Karl Clauset, by School Committee
Roger Toran by Planning Board

Youth Commission

Deborah Winnick, Chairman, by Selectmen
John Romeo, by Moderator, Chairman
Thomas Lambert, by Police Chief
Lorene White, by School Committee
Colleen F. Schaller by Park and Recreation
Barbara Popper by Finance Committee
Joshua Brodsky, by School Department
Brian Heneghan, by School Department

Transportation Committee

Jane Howard by Moderator, Chairman

Duncan Allen by Selectmen

Neil O. Alper by Planning Board

Richard Creem, by Selectmen

William T. Noonan, by Planning Board

Design Review Board

Bradford Barnes, Chairman

Enrique Bellido

Eugene R. Bolinger

Dori B. Mock

Jeffrey M. Sackowitz

Fred Sklar

Stephen Tanner,

Community Center Study Committee

Helen Jursek, by Finance Committee, Chairman

Patricia M. Carey, by Park and Recreation

William Dermody by Selectmen

Keith McClelland by Selectmen

Catherine Parnell by School Committee

Lois Sockol by Library Trustees

Betsy Tedoldi by Council on Aging

Municipal Building Maintenance Board

Patricia Carey

Ann MacFate

Richard P. Merson

Patricia Ruane

Carl Valente

Permanent Public Building Committee

Robert Wear, Chairman

Cynthia Chaston

John Connelly

George Kent

Gary Petrini

Edward Quinlan

Steven Rosenstock

Effective 12/1/97

TOWN MEETING MEMBERS

TOWN MEETING MEMBERS

AT-LARGE

| | |
|----------------------|-----------------------|
| Fee, Michael K. | 355 Cartwright Road |
| Eaton, Theodora K. | 51 Bonwood Road |
| Owens, Paul Theodore | 31 Hamlin Lane #B31 |
| Matthews, Daniel, P. | 31 Rosemary Street |
| John H. Cogswell | 1479 Great Plain |
| Marr, John D., Jr. | 70 Greendale Avenue |
| William M. Powers | 47 Scott Road |
| Mulhern, Thomas J. | 18 LaSalle Road |
| Cosgrove, Edward V. | 17 Laurel Drive |
| Lois Sockol | 100 Mackintosh Avenue |
| Robey, Philip V. | 12 Fletcher Road |
| Bailin, Devra | 3 Brentwood Circle |
| Denver, Paul | 7 Beaufort Avenue |
| Sockol, Ron. | 100 Mackintosh Avenue |

PRECINCT A 2000

| | |
|----------------------|----------------------|
| DAVIDSON, ALAN J. | 26 Elder Road |
| JOHN D. GENOVA | 11 Jennifer Circle |
| RICHARD D. LEMPITSKI | 23 River Park Street |
| BEVERLY E. LUSKIN | 53 Wayne Road |
| DONALD J. NEWMAN | 82 Noanett Road |
| SYLVIA SHUMAN | 29 Yale Road |
| LOUISE P. SWANSON | 20 Lakin Street |
| WALDSTEIN, DORIS O. | 20 Wayne Road |
| GEORGE TARALLO | 76 Ardmore Road |

1999

| | |
|------------------------|---------------------|
| DAN P. CLEMENS | 17 Elder Road |
| RICHARD S. CREEM | 12 Gary Road |
| KATHRYN L. D'ADDESIO | 210 Hillside Avenue |
| JENNIFER PECK FAINBERG | 23 Lynn Road |
| CANDIDA P. MONTEITH | 71 Hillside Avenue |
| IRA A. NAGEL | 57 Noanett Road |
| MORTON S. PARKER | 3 Wayne Road |
| ELSIE ROBINSON | 127 Noanett Road |
| IRWIN SILVERSTEIN | 44 Reservoir Avenue |

1998

| | |
|----------------------|----------------------|
| MICHAEL H. GURWITZ | 361 Central Street |
| ROBERT E. HOBAN, JR. | 104 Hunnewell Street |

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|--------------------|----------------------------|
| RICHARD S. LUSKIN | 53 Wayne Road |
| BRUCE MONTEITH | 71 Hillside Avenue |
| MARGARET T. POWERS | 16 Cottage Avenue |
| BLANCHE D. RANDALL | 62 Noanett Road |
| SYDNEY RANDALL | 62 Noanett Road |
| HERBERT ROBINSON | 127 Noanett Road |
| PAULETTE J. TURNER | 36 Capt. Robert Cook Drive |

PRECINCT B 2000

| | |
|-----------------------|------------------------|
| WILLIAM E. DUNCAN | 18 Pine Grove Street |
| ETHAN F. FENER | 40 Tanglewood Road |
| JOHN J. FRANKENTHALER | 33 Brookside Road |
| JASON L. LEVY | 207 Rosemary Street #4 |
| ALBERT E. MILLS | 177 Jarvis Circle |
| JOHN R. MOYNIHAN | 89 Glendale Road |
| RICHARD B. MOODY | 22 Parish Road |
| RICHARD B. REMNITZ | 56 Pershing Road |
| JOHN F. WHALEN, JR. | 297 West Street |

1999

| | |
|---------------------|-------------------|
| GEORGE BAIERLEIN | 50 Nardone Road |
| ROBERT D. FRIEDMAN | 20 Glendale Road |
| SUSAN M. GLAZER | 64 Booth Street |
| JOHN T. KALAMVOKIS | 337 West Street |
| ELIZABETH ANN MILLS | 177 Jarvis Circle |
| STEVEN ROSENSTOCK | 44 Bess Road |
| HARRIETT D. TIPPETT | 78 Clarke Circle |
| FREDERICK WALDMAN | 86 Damon Road |
| GERALD A. WASSERMAN | 80 Rolling Lane |

1998

| | |
|---------------------|---------------------|
| DEBORAH H. ANASTAS | 165 Brookside Road |
| JOHN C. HALFREY | 53 Hunnewell Street |
| ELIZABETH A. HARRIS | 82 Cynthia Road |
| TRUDI R. IDE | 160 Brookside Road |
| SANDRA E. JASZEK | 18 Crescent Road |
| MEREDITH P. PAGE | 19 Glendale Road |
| A. FAY REMNITZ | 56 Pershing Road |
| DAVID A. WEINER | 55 Glover Road |
| JOHN D. WOODLEY | 95 Clarke Road |

PRECINCT C 2000

| | |
|-----------------|--------------------------|
| JAN D. CAMPBELL | 461 Charles River Street |
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|---------------------|-------------------------|
| EUGENE S. CIOLFI | 70 Bonwood Road |
| PATRICK J. HYLAND | 73 Stewart Road |
| HELEN R. JEKOWSKY | 530 High Rock Street |
| DANIEL L. LINTZ | 71 Fuller Brook Avenue |
| DAVID W. LOMBARD | 44 Colonial Road |
| DANIEL P. MESSING | 1725 Great Plain Avenue |
| MARY J. P. O'BRIEN | 27 Carol Road |
| SANDRA BALZER TOBIN | 59 Winding River Road |

1999

| | |
|-----------------------|--------------------------|
| RUSSELL S. BROAD, JR. | ayflower Road |
| LAURENCE G. EATON | 51 Bonwood Road |
| JOHN W. LEBOURVEAU | 865 Central Avenue #G303 |
| RUTH Z. NADOL | 640 Charles River Street |
| SHEILA G. PRANSKY | 100 Mayflower Road |
| LOIS SOCKOL | 100 Mackintosh Avenue |
| RON SOCKOL | 100 Mackintosh Avenue |
| JONATHAN D. TAMKIN | 60 Bonwood Road |
| SARAH ANN TORAN | 945 Central Avenue |
| SANDRA BALZER TOBIN | 59 Winding River Road |
| EVELYN S. DOW | 494 High Rock Street |
| ANDREW CETLIN | 27 Howe Road |

1998

| | |
|-----------------------|-------------------------|
| JOHN H. COGSWELL | 1479 Great Plain Avenue |
| STANTON H. DAVIS | 4 Mackintosh Avenue |
| WILLIAM H. DUGAN, JR. | 29 Pine Street |
| CHRISTINE M. HARVEY | 80 Mackintosh Avenue |
| HICKS, EVERETT E | 8 Howe Road |
| JUDITH S. LEBOW | 73 Mackintosh Avenue |
| CARL J. LUEDERS | 34 Whitman Road |
| RITA A. RUSSIAN | 39 Alden Road |
| LINDA A. SHAUGHNESSY | 37 Standish Road |
| J. DARRISON SILLESKY | 865 Central Avenue #E40 |

PRECINCT D 2000

| | |
|----------------------|----------------------|
| KARL H. CLAUSET, JR. | 69 Sylvan Road |
| CYNTHIA L. CONTURIE | 96 Robinwood Avenue |
| ILENE HOFFMAN | 77 Robinwood Avenue |
| ROGER B. HUNT | 969 South Street |
| CHRISTINA W. MILLET | 623 Chestnut Street |
| DORI B. MOCK | 268 Marked Tree Road |
| ROBERT TODD PRATT | 81 Sylvan Road |
| THOMAS F. SOISSON | 128 Maple Street |
| CLAUDIA B. WALLACE | 51 Yurick Road |

1999

WIS C. BACON 29 Harding Road
 ROL JOHNSON BOULRIS 203 Country Way
 NATHAN M. DAVIS 2 Woods End
 TRICIA A. FORTE 80 Maple Street
 UL KILLEEN 66 Henderson Street
 RISTINE H. MIARA 36 Marked Tree Road
 LLY B. POWERS 47 Scott Road
 BERT A. THORNDIKE 28 Robinwood Avenue
 LIE A GILLIS 91 Robinwood Avenue

1998

AN E. ADAMS 1206 Great Plain Avenue
 AD FORD S. BARNES 210 Charles River Street
 THY L. KILLEEN 66 Henderson Street
 ZABETH B. KLOSS 1200 Great Plain Avenue
 THLEEN M. LEWIS 99 Linden Street
 NALD L. MORRISON 110 Country Way
 RAYMOND TAURASI 119 Barrett Street
 RICIA A. TAURASI 119 Barrett Street
 ANE S. WEBBER 44 Oakcrest Road

PRECINCT E 2000

CHHELLE S. ARDINI 86 Sutton Road
 RY JANE BAKER 914 Webster Street
 NTHIA J. CHASTON 119 Fox Hill Road
 IN P. CONNELLY 40 Green Street
 FREY A. KLEIMAN 103 Lawton Road
 IDAJ. NOVAK 20 Old Farm Road
 RY J. UHL 16 Emerson Place
 DREA JAN WIZER 7 Emerson Road

1999

YA A. CRAMER 137 Bradford Street
 JE A. HOWARD 119 Green Street
 ED H. PECKHAM 26 Lawton Road
 RYRUTH PERRAS 42 Oakhurst Circle
 LIP V. ROBEY 12 Fletcher Road
 VID SUMMERGRAD 62 Green Street
 ROL A. TRACY 1087 Webster Street
 RTIN L. B. WALTER 271 Edgewater Drive
 LLIS M. UHL 16 Emerson Place

1998

MA JEAN BROWN 30 Edgewater Lane
 VRENCE R. CUMMINGS 27 South Street
 N DERMARDEROSIAN 130 Fox Hill Road
 NOR R. DEVLIN 41 Laurel Drive
 JL H. DURDA 149 Laurel Drive
 DA J. GEORGE 110 South Street
 DY B. LEVINE 119 Bradford Street
 RK A. B. WALTER 271 Edgewater Drive

PRECINCT F 2000

LLIS S. FANGER 21 Oakland Avenue
 G HALE 48 Meadowbrook Road
 FREY D. HELLER 1092 Central Avenue
 ZABETH M. KEIL 43 Kingsbury Street
 TH B. MARTIN 21 Newell Avenue
 HERINE R. PARNELL 1189 Great Plain Avenue
 NELL F. O'DUGGAN 125 Meadowbrook Road
 IORAH S. WINNICK 12 Mallard Road

1999

JOHN G. BONVOULOIR 3 Carey Road
 DAVID R. COX 9 Morton Street
 GILBERT W. COX, JR. 49 Colonial Road
 THOMAS M. HARKINS 24 May Street
 JOHN F. MILLIGAN 25 Blacksmith Drive
 JAMES HUGH POWERS 263 Nehoiden Street
 ELLEN T. SHERMAN 145 Meadowbrook Road
 KATHLEEN D. WHITNEY 75 Kingsbury Street

1998

SUSAN M. ANDERSON 93 Garden Street
 RICHARD W. DAVIS 233 Nehoiden Street
 ROBERT F. ENOS 38 Oakland Avenue
 BERNARD H. FORD 108 Garden Street
 MAURICE P. HANDEL 3 Rosemary Street
 JOHN J. NAUGHTON, JR. 61 Warren Street
 GREGORY JOHN SHESKO 70 May Street
 ADA W. SUYDAM 35 Carey Road

PRECINCT G 2000

RICHARD DeMEIS 126 Powers Street
 MICHAEL P. HOURIGAN 267 Warren Street
 HELEN JURSEK 45 Grant Street
 JOHN J. ROMEO 22 Woodlawn Avenue
 MARSHA C. SALETT 21 Eaton Road
 CHARLOTTE B. SIDELL 40 Grant Street
 RICHARD B. WEITZEN 66 Eaton Road
 SUSAN WELBY 857 Webster Street

1999

PATRICIA B. BUCKLEY 155 Fair Oaks Park
 FRANK S. GALLELLO 29 Howland Street
 THOMAS M. HEFFERON 43 Bradford Street
 WILLIAM R. HERD III 146 Warren Street
 CAROLINE D. MURRAY 156 Fair Oaks Park
 PAUL O'CONNOR 108 Wilshire Park
 KATHLEEN J. O'KEEFFE 49 Coolidge Avenue
 JILL E. OWENS 98 Wilshire Park

1998

SUSAN W. ABBOTT 60 Otis Street
 ROBERT T. HEALD 86 Eaton Road
 GEORGE L. KELEHER 383 Manning Street
 THOMAS M. LOUGHRAN 377 Manning Street
 MARY ANN OLDFIELD 260 Warren Street
 BARBARA K. POPPER 31 Wilshire Park
 SHEILA G. PULVER 24 Bradford Street
 ROBERT T. SMART, JR. 25 Mayo Avenue

PRECINCT H 2000

JOHN A. BULIAN 86 Peacedale Road
 BRETT N. DORNY 26 Fairfield Street
 PETER FRIEDENBERG 42 Douglas Road
 ELLEN M. GRADY 34 Whittier Road
 THOMAS H. HANNIGAN, JR. 28 Lancaster Road
 DANIEL J. KUMIN 50 Highgate Street
 PETER E. McELROY 24 Woodbury Drive
 ELIZABETH L. RICH 43 Rybury Hillway

1999

THERESE A. BUCKLEY 42 Broad Meadow Road
 DAVID F. DEVINE 141 Dawson Drive
 JEAN W. HUTCHINSON 240 Broad Meadow Road
 ROBERT Y. LARSEN 150 Tudor Road
 MARJORIE M. MARGOLIS 20 Mann Avenue
 MARK McDONOUGH 173 Fairfield Street
 PETER J. MEADE 1085 Greendale Avenue
 EDWARD B. MURPHY 9 Grosvenor Road

1998

JOHN E. COMANDO 54 Norwich Road
 JAMES S. HARRINGTON 105 Broad Meadow Road
 NANCY E. McCARTHY 29 Sterling Road
 CAROLINE Q. McELROY 24 Woodbury Drive
 EUGENE S. McMORROW 22 De Francesco Circle
 LEROY J. NUTILE 60 Tudor Road
 JOSEPH A. THISELL 234 Valley Road
 BARBARA R. WILMOT 103 Hillcrest Road

PRECINCT I 2000

GERALD R. BROWNE 242 Hillcrest Road
 ALAN D. BURT 67 Washington Avenue
 PATRICK C. FORDE 66 Washington Avenue
 MARY LYNN HAMLIN 137 Hawthorn Avenue
 KEITH M. McCLELLAND 110 Brookline Street
 ELAINE E. MESSIAS 38 Fairfax Road
 MICHAEL T. VAUGHN 130 Lindbergh Avenue
 MAURA O. WALSH 49 Colby Street

1999

PAUL H. ATTRIDGE 59 Powers Street
 NICHOLAS J. DAY 35 Morley Street
 WILLIAM C. ELY 14 Hillcrest Road
 DAVID C. GERBER 3 Holmes Street
 ELIZABETH A. GILES 188 Highgate Street
 SUZANNE D. HUGHE 6 Morningside Road
 MAUREEN T. McCAFFREY 285 Manning Street
 DAVID L. TANNOZZINI 57 Melrose Avenue

1998

ALIBER, JOANNE 123 Beaufort Avenue
 NEIL O. ALPER 245 Brookline Street
 SUSAN M. BURT 67 Washington Avenue
 ROBERT E. CHASE 74 Washington Avenue
 JOHN W. DAY 35 Morley Street
 PAUL F. DENVER 7 Beaufort Avenue
 STEVEN R. MAXWELL 234 Brookline Street
 MICHELE M. McQUILLEN 9 Holland Terrace
 GABRIEL H. TENINBAUM 81 Powers Street

PRECINCT J 2000

CATHERINE J. BARKER 13 West Street
 SUSAN B. CONDON 409 Webster Street
 FOSTER S. CROOK 3 Thorpe Road
 SUZANNE M. DOISNEAU 32 Hoover Road
 BARBARA J. DOWNS 51 Virginia Road
 ROBERT A. DOWNS 51 Virginia Road
 ALFRED J. MURPHY 12 Mark Lee Road
 TUCKER, MARGARET A 419 Webster Street

1999

JOHN F. CONNELL 61 Lexington Avenue
 DEBORAH A. COYLE 16 Lexington Avenue
 BRIAN J. HALLAHAN 134 Richdale Road
 JO-ANN MILES 9 Park Avenue
 WILLIAM J. MILES 9 Park Avenue
 GEORGE F. SKINNER 118 Manning Street
 BETSY M. TEDOLDI 68 High Street
 BONNIE JEAN TOWER 55 Burnside Road

1998

WILLIAM R. DERMODY 12 Concord Street
 JOHN J. GILL 36 Homestead Park
 JAMES GLICKMAN 38 Bennington Street
 MICHAEL J. GREIS 384 Webster Street
 MARCIA C. MATHER 179 Paul Revere Road
 EMILY M. SALAUN 101 Tower Avenue
 LYNNE D. STERN 117 Hoover Road
 LAUREL C. ZANGERL-SALTER 42 Lexington Avenue

